



## Meeting Minutes: December 20, 2018

### In attendance:

#### LABBB Board of Directors:

Dr. Eric Conti, Burlington Public Schools  
Dr. Kathy Bodie, Arlington Public Schools  
Mr. Jonathan Sills, Bedford Public Schools  
Dr. Julie Hackett, Lexington Public Schools  
Dr. John Phelan, Belmont Public Schools

#### LABBB Central Office:

Patric Barbieri, Executive Director  
Gerry Mazor, Director of Special Projects  
Matt Cameron, Financial Administrator

#### DESE Office:

Paulajo Gaines, DESE Collaborative Coordinator  
Ruth Hersh, DESE District & School Finance

*Dr. Eric Conti* called the Board Meeting to order at **9:08AM**.

### No public participation

### Action Items:

Item #1: Approval of FY18 Accumulated Surplus (\$1,971,572).

Motion made by *Dr. Julie Hackett*, Seconded by *Dr. Kathy Bodie*. All in favor **5-0-0**.

Item #2: Approval of June 30, 2018 independent audit.

Motion made by *Dr. John Sills*, Seconded by *Mr. John Phelan*. All in favor **5-0-0**.

Item #3: Approval of FY18 Annual Report.

Motion made by *Dr. Kathy Bodie*, Seconded by *Mr. John Sills*. All in favor **5-0-0**.

### Discussion Items:

- Presentation of June 30, 2018 independent audit: Fritz & DeGuglielmo
  - No deficiencies, no management letter needed.
  - Auditor recommend LABBB to establish estimates for the OPEB Trust appropriate for future retirements and benefits enrollment.
  - Currently 40 retirees on our retiree insurance + 40 additional employees who are nearing retirement age.
  - Credits issued in FY18 must be spent by 06/30/19; FY19 issued credits must be spent by 06/30/20.

- Facilities for member districts isn't factored in the expenses due to the current expansion of multiple member districts (capital plan is for modifications, not for new construction)
- LABBB member districts don't receive any reimbursement points from MSBA for collaboratives space in their district buildings.
- LABBB space is not calculated in the operating budget.
- FY18 surplus distribution will be distributed as follows: member credits (75%) / OPEB Liability (25%) pending confirmation from DESE.
- FY18 Annual Report and Annual Audit will be posted on the LABBB website.
- Minuteman Tech Update
  - At this time Minuteman Superintendent is stating that LABBB will not have space in the new Minuteman building that opens for the 2019-2020 school year.
  - LABBB Board will draft an official letter to Superintendent and School Committee of Minuteman.
- Nursing Software
  - After surveying all member districts, LABBB will be transitioning over to SNAP for our nursing department to track and share information internally and with host district nurses.
  - Nurses agreement signed by all districts and will be distributed.

**Adjournment:**

- **Dr. Eric Conti** made a motion to adjourn the meeting at **11:07am**, seconded by **Mr. Jon Sills**, all in favor **5-0**.

