

EHHD Finance Committee
Special Meeting Minutes
November 27, 2012
Mansfield Community Center
Conference Room

Call to Order at 10:39 am

Present: E Paterson, J Stille, P Schur, C Trahan, R Miller
Absent: J Elsesser

MOVED, by P Schur, seconded by J Stille to approve the meeting minutes for 9/10/2012 as presented. Motion PASSED unanimously

MOVED, by J Stille, seconded by P Schur to approve line item transfers detailed in the document titled, "Eastern Highlands Health District Summary of Expenditures for FY12/13, dated November 21, 2012", as presented. Motion PASSED unanimously. Copy of said transfer document is attached to these minutes.

MOVED, by P Schur, seconded by J Stille to recommend the Board authorize a transfer of \$80,000 to the capital non-recurring fund. Motion PASSED unanimously. Director to modify memo to board explain source of available capital.

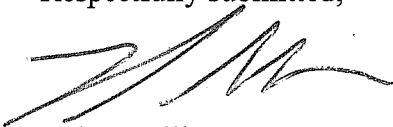
R Miller presented FY13/14 proposed budgets. By consensus the following changes are to be made to the budget presentation for the next finance committee meeting:

- Change "calendar" year to "fiscal" year in item 5 , and page 3 of the cover memo
- Clarify that wage rate increase is budgeted for "all staff"
- Modify rationale for mileage item increase to include staff productivity issue identified
- Correct page 8 by linking correct salary total to budget page
- Include in page 8 a column showing grant amounts backfilling individual salaries

By consensus, in preparation for possible reductions to state per capita grant, provide 5% and 10% per capita grant reduction alternatives.

Meeting adjourned 11: 35 am.

Respectfully submitted,



Robert Miller
Secretary

Eastern Highlands Health District
 Summary of Expenditures for FY12/13
 November 21, 2012

Fund: 634 Eastern Highlands Health District
 Activity: 41200

Object	Description	Adopted 12/13	Proposed Transfer	Adjusted Approp. 12/13
Expenditures:				
XXXXX	Grant deductions	-31995	-54,510	-86505
51601	Regular Salaries - Non-Union	499545	47755	547300
52001	Social Security	30972	2958	33930
52002	Workers Compensation	11800		11800
52005	Unemployment benefit			
52007	Medicare	7214	686	7900
52010	ICMA (Pension)	28986	2864	31850
52103	Life Insurance	2603	-313	2290
52105	Medical Insurance	77110		77110
52117	RHS	1950		1950
52112	LTD		560	560
52203	Dues & Subscriptions	1760		1760
52210	Training	2000		2000
52212	Mileage Reimbursement	400		400
53120	Professional & Tech	6000		6000
53122	Legal	3200		3200
53125	Audit Expense	6500		6500
53303	Vehicle Repair & Maintenance	4000		4000
53801	General Liability	15800		15800
53924	Advertising	2000		2000
53925	Printing & Binding	1000		1000
53926	Postage	1500		1500
53940	Copier maintenance	1500		1500
53960	Other Purchased Services	0		0
53964	Voice Communications	4500		4500
54101	Instructional Supplies	800		800
54214	Books & Periodicals	200		200
54301	Office Supplies	2000		2000
54601	Gasoline	5000		5000
55420	Office Equipment	850		850
55430	Equipment - Other	600		600
56302	Admin. Overhead	24580		24580
56303	Other General Expenditures	0		0

56312	Contingency	0	0
58410	Capital Nonrecurring Fund	2000	2000
	Total Expenditures	<hr/> 714375	<hr/> 714375