

Budget & Finance Committee

Subject: B&F Meeting Notes – 5/29/15

A meeting of the Budget and Finance Committee for the Holmdel Board of Education took place on May 29, 2015 at 2:00 pm. Below are the results of that meeting.

Attendees:

- Joe Hammer
- Robin Wetmore (on phone)
- Peter Reddy
- John Martinez
- Michael Petrizzo
- Thomas Duane
- Bill Gerichter (Food Service Agenda Item)

Agenda/Notes

- Food Service Program and Plans for Unit Lunch
 - The Food Service Program is expected to hit or exceed its \$100K target
 - Need to upgrade POS system as we have 10 year old terminals and the software is “end of life” at the end of this school year. It will cost approx \$43K for Software and new terminals from Horizon. Looked at alternative POS provider from Nutrikids but it was more expensive and had less features.
 - Due to the Rotating Schedule changes, the program is implementing several changes to ease the implementation to include:
 - Pre-ordering sandwiches
 - Adding 3 POS systems to accelerate purchases
 - Adding tables and hightops
 - Tables and POS system will be purchased through Food Service program funds at a cost of approx \$60K
 - Lunch Schedule - HHS students will get food from the Satz cafeteria for 20 mins and then the Satz Cafeteria will be closed for approx 20 mins to swap out menu items for Satz students. Then it will open again for Satz students. HHS and Satz students will not be intermingling during lunch.
 - Committed recommend that there be no increase in lunch costs and that Chartwells guarantee’s a profit of \$80K for the 2015/16 school year.
 - Committee also recommended renewing Chartwell’s contract.
- Referendum Questions

- Referendums can happen 5 times in a year, Jan, Mar, Sep, Nov and Dec. However, Operating questions can only occur during the November election window.
- BoE cannot have an Operating question for Nov as it had to be included in the budget which was recently approved.
- The administration will work with Holmdel Township to determine costs of an SRO for the district.

- Other Matters Pertaining to the Committee
 - Budget Wish List – Michael Petrizzo will provide an updated list in Aug/Sep (if applicable).
 - 2005 Bonds are coming up for a possible refi if rates stay low – Admin will keep an eye on it and advise as necessary.

- **Next Meeting: 6/19 at 1:30 pm**