Mt. Blue Regional School District
227 Main Street | Farmington, ME 04938
(207) 778-6571 | (Fax) 778-4160

Chesterville | Farmington | Industry | New Sharon | New Vineyard | Starks | Temple | Vienna | Weld | Wilton

Personnel & Finance Committee Agenda Minutes

Finance Committee Standing Committee Description

Tuesday, September 1, 2026 | 6:00 pm - 7:00 pm

The RSU 9 District Office | Main Street, Farmington

Members Present: Angie LeClair, Josh Robbins, Rich Ruhlin, Gloria McGraw, Jeff Barnum
Members Absent:
Other Members Present: Gwen Doak, Doug Hiltz, Ruth Gauvin
Staff Present: Christian Elkington, Monique Poulin, Alison Gamache

****Action Item - Requires a Vote:*** *The Committee must collectively decide to approve, reject, amend, or table the item. Decisions on action items are recorded in the official minutes.*

School Board Member Core Responsibilities and Requirements

I. Preliminary Business

A. Call to Order - Chair Leclair
    1. The meeting was called to order at 6:04.
B. Review of Previous Meeting Minutes - approved at 6/23/2026 Board meeting
    1. August 4, 2026
        a) Any questions or follow-up?
            (1) None

II. Updates - *Director Gamache*

A. 2026/27 Warrant Schedule
    1. The way ERP Pro shares warrant information is different from ADS. Some Board members like it better and some think it is less clear. Is there anything that can be done to adjust? Adding more info for anything over $5000? We will wait one cycle before looking to tinker with the template.
B. Monthly Budget Update
    1. July & August 2027
        a) Verbal Report
            (1) ERP Pro system is not ready to run the report we need.
            (2) We may request a Zoom meeting of this committee in the next two weeks to review these figures if we can get the template up and running.
C. FY26 Ending Balance
    1. Any adjustments?
        a) Alison reviewed the figures.
            (1) There is a new unassigned balance forward of $312,627.12. We did not have to use all of the funds from the district balance-forward percentage as revenue exceeded projections. We also do not have to use any reserve funds as we had planned to do.
        b) There was a request to look into short term bond rates and feasibility to try and make a little more from our Balance Forward funds.

2. Rich Ruhlin will provide mats for the porch and entryway at the Holman House. Many thanks!

D. New Accounts Payable Specialist
   1. Welcome to Danielle Bell!

E. Audit Prep
   1. Next Steps
      a) We have gathered as much as possible and will submit when the auditors' documents are ready.
      b) We will likely have payroll and student activity funds audited this year.
   2. Progress

III. Presentations - Elkington

A. Enrollment to Date
   1. District
   2. Class Sizes PreK-5
   3. Superintendents Agreement #'s (in/out of district transfers)
   4. EUT #'s (Unorganized Territory)
      a) K-8
      b) 9-12
   5. Principals Agreement #'s (in-district transfers)
   6. Superintendent Elkington reviewed all these preliminary numbers.
      a) October 1 numbers are used for calculations at the state level. Overall, for the preliminary numbers, we are down about 110 students from last year but at our projected budget #s.
      b) Several questions were asked:
         (1) The rationale behind the numbers
         (2) Before and after school care availability
         (3) How does specialized programming at specific schools adjust the numbers at other schools?
         (4) Do we visit homes if there is a question of school-age enrollment?
   7. Going forward, it will be important to review these numbers as we plan for the FY28 Budget.

IV. New ***Action items**

A. FY26 - Gamache
   1. *Suggested budget to budget adjustments
      a) Article to Article
      b) Review
         (1) There was much discussion about the authority given by the voters as well as what should be shared with or voted on by the full board.
      c) Vote
         (1) All were in agreement to approve the transfers (less than 5%) and to have them go to the full board as part of the super's report.
   2. *Any excess of 5% Article to Article to send to the full Board?
      a) Article
         (1) None
      b) Review
      c) Vote
   3. *The above will be an informational agenda item/Super's report
      a) Add these adjustments to the agenda for the next board meeting.

B. District fields - Elkington

1. Turf (Synthetic)
2. Update
    a) The Boosters have not had as much success in fundraising as they hoped as community members want to see the Board put some funds forward. They are asking that the district put forth some funds as a match, which they believe would leverage other sponsors. The total estimate is staying at about $1.7 million for the field only. Grass fields require a different climate to thrive, and the foundation that is in place is a concern for the current field. The Boosters brought forth that they have funded certain items in the past that could be under the auspices of the district.
    b) There was also a bit of discussion about the safety of synthetic turf fields.
    c) More to discuss

C. Potential Bond/ Renovation Projects Next steps? - Elkington
    1. This will be very involved.
        a) This was discussed at the Operations Committee Meeting, and we will bring that forward at our next meeting.
    2. What will you need?
    3. What do you want from the Finance Director?

V. Suggested Future Items

Please send any items to Chair Leclair and the superintendent.

VI. Adjournment

A. Next Meeting - October 6, 2026

B. Adjourn Meeting
    1. The meeting was adjourned at 7:02.

Future Agenda Items:

- Oct
    - Warrant Signing: Are we making any changes to the current process?
    - Dept Capacity
    - Board Payment Authorization
        - Why do we sign after the FInance Director and Superintendent have already approved it and it has gone out?
        - What kind of a check is this?
    - Conflict of Interest (DJH)
        - How far should we go?
- Admin Summer diversity training
- JGPR contract on communications services support
- Future mowing and landscaping work when present contract expires with Knox Yard of Benton
- 4. Was there also a need to further discuss the signing of warrants?
- Digitize Warrant Signing