

Belmont School Committee Minutes
Finance Subcommittee
September 12, 2014
Conference Room of the School Administration Building

Present: Mr. Kevin Cunningham
Ms. Anne Lougée
Ms. Laurie Slap
Mr. John Phelan, Superintendent
Mr. Anthony DiCologero, Director of Finance

1. Call to Order

The meeting was called to order at 8:02 a.m.

2. FY14 Closing

Mr. DiCologero explained that he has prepared a preliminary report and that the year closed with a small positive balance. All should be final in a few weeks when the Town has fully completed its reporting.

3. MUNIS and Financial Reporting Update

Mr. DiCologero discussed his ongoing work with a consultant to take advantage of MUNIS reporting enhancements and create streamlined reports. There is still a fair amount of testing to be done, but in the long run these new reports should save a lot of time and manual work; and quickly provide valuable data for analysis. Mr. DiCologero explained that he has worked with David Kale to access funds available from the original MUNIS appropriation to pay for the consulting fees.

Mr. DiCologero also shared a new internal requisition form to better track HR changes; and explained that he is working with Steve Mazzola in the IT Department so all will be fully automated.

4. Planning for Upcoming Year

The group agreed to meet again on September 23; and to meet biweekly through the fall until the budget season begins in earnest, and meetings may become more frequent.

3. Adjournment

The meeting was adjourned at 9:05 a.m.

Respectfully submitted by 
Laurie Slap