



EXECUTIVE FINANCE COMMITTEE MEETING
MINUTES – July 26, 2016

In attendance:

Diana Fisher Gomberg, School Committee, Newton
Kathleen Bodie, Superintendent, Arlington
Ed Heller, School Committee, Weston
Helen Charlupski, School Committee, Brookline
Bella Wong, Superintendent, Lincoln-Sudbury
Judith Evans, Superintendent, Winchester
Andrew Bott, Superintendent, Brookline
Colleen Dolan, Executive Director, EDCO Collaborative
Thomas Markham, Director of Business Management, EDCO Collaborative
Judith Vaillancourt, Associate Director, EDCO Collaborative

The meeting was called to order by Diana Fisher Gomberg at 3:05 pm.

Colleen Dolan introduced Andrew Bott, new superintendent for Brookline Public Schools, and thanked both he and Judith Evans for attending.

Tom Markham provided copies of the lease agreements proposed to NuPath and VanPool. He explained they will be charged the same rate as other EDCO tenants, LABBB and MassCue. Helen Charlupski asked why the rate was not increased since there are a few properties in Bedford being leased at a higher rate. Markham explained we charge all tenants the same rate and if we were to make a sizable profit, per the terms of our lease, that would have to be split with the landlord. Colleen Dolan stated we wish to attract “like” tenants. NuPath is a nonprofit working with disabled adults and Van Pool is a transportation vendor currently used by LABBB – EDCO Transportation. The committee thanked Tom for his work in attracting lessees.

Colleen Dolan presented a spreadsheet showing facility costs for 36 Middlesex Turnpike for FY15 – FY21. The cost increases by 23% in FY19 when EDCO is charged for 41,000 s.f. For the first 5 years of the lease, we are charged for 30,000 s.f.

Dolan next presented a spreadsheet showing year to date revenue and expenses for FY16, budgeted revenue and expenses for FY17, and anticipated revenue and expenses for FY17. She explained the enrollment projections are conservative and based on current growth rates, cost, and comparable program enrollment. Kathleen Bodie expressed concern around the projections stating if we do not meet them, EDCO will be in a deficit. Judith Vaillancourt explained based on her experience in special education and what she has seen in terms of program growth, both numbers and the districts using the programs, she feels the estimates are very reasonable.

Judith Evans discussed the reasons Winchester gave notice of withdrawal from EDCO in June 2017. She explained Winchester is not using programs and services to the extent necessary to make membership cost effective. She also reported the notice was given due to regulations around timely notification and if things change, Winchester may stay in the collaborative. She recommends EDCO consider its brand and marketing as part of strategic planning.

Kathleen Bodie noted for FY16 member versus non-member rates for McSwiney Center workshops were not significantly different. Colleen Dolan reported the Articles allow for a 20% differential for non-members. According to Bodie’s data, there was little or no. Dolan will discuss this with Rick Atkins, McSwiney Center director, and report back to the committee.

A motion was made by Kathleen Bodie and seconded by Helen Charlupski to adjourn. The motion carried unanimously.

The meeting was adjourned at 4:45pm.

Respectfully submitted by Colleen Dolan, 9.22.16.

A handwritten signature in cursive script that reads "Colleen Dolan". The signature is written in dark ink and is positioned below the typed text.