A. CALL TO ORDER AND ATTENDANCE
Chairman Deborah Henault called the meeting to order at 12:06 PM in the Conference Room of CCHD in Rocky Hill, CT.
Present: Patricia Checko, Deborah Henault, Barbara Gilbert and Charles Brown
Excused: Kevin Borrup  Quorum present.
Date meeting notice posted: February 15, 2019
Staff: none

B. PUBLIC FORUM – no one from the public was present.

C. ADOPTION OF AGENDA
A MOTION was made by Gilbert, seconded by Checko to adopt the agenda as presented. Motion carried unanimously.

D. APPROVAL OF RECORD OF MINUTES
A MOTION was made by Gilbert, seconded by Checko to approve the minutes of January 15, 2019 Committee meeting as posted. Motion carried unanimously.

E. UNFINISHED BUSINESS
1. Centralization Update
   • Brown updated the Committee on the fiscal status of the office setup. The small additions to the furniture selection has been installed. IT consultants (TAB Computers) have continued with installation of IT infrastructure. Financial tracking is being captured in one account, but will be categorized appropriately at the end of the move. Brown reported that the move may still come in under budgeted amount but it would be close to budgeted amount. Brown reported that cost of external signage for the office building would be cost prohibitive but would look for other options. Gilbert suggested looking into a “panic button” for security purposes.

F. NEW BUSINESS
   • Brown reviewed the monthly financial reports for FY 2018-19 through January 2019 and answered and clarified issues for the Committee about various line items.
A MOTION was made by Gilbert, seconded by Checko to accept the financial statements through January 31, 2019. Motion carried unanimously

2. Executive Session for the purposes of discussing:
   - Collective bargaining contract negotiations as pertains to the FY2019-2020 budget

A MOTION was made by Gilbert, seconded by Checko to go into executive session at 12:48pm. Motion carried unanimously. In session: Brown, Checko, Henault and Gilbert. Out of session at 1:27pm.
   - A MOTION was made by Gilbert, seconded by Checko to recommend approval of confidential memo by the Board. Motion carried unanimously

G. NEXT MEETING
1. The Finance Committee will meet on March 19, 2019 at 12:00 PM in the CCHD offices in Rocky Hill.
2. Agenda:
   a. Monthly financial statements
   b. FY 19-20 proposed budget preparations
   c. Fraud Risk Assessment Update

H. ADJOURNMENT
   A MOTION was made by Henault, seconded by Gilbert to adjourn. Motion carried unanimously. The meeting adjourned at 1:29 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: March 19, 2019