

ESSEX AGRICULTURAL AND TECHNICAL HIGH SCHOOL
562 Maple St. Hathorne, Massachusetts 01937-0362

BOARD OF TRUSTEES
MEETING MINUTES
Thursday, November 18, 2010

A Regular Meeting of the Board of Trustees was held on Thursday, November 18, 2010 at 5:03 p.m. in the Smith Hall Conference Room with the following members in attendance: Chairman Edwards, Trustees Winthrop, Basile, Patterson, and Bennett.

I Call to Order

The meeting was called to order at 5:03 p.m.

Attendance:	Mr. Winthrop	-	Present
	Mr. Basile	-	Present
	Dr. Patterson	-	Present
	Mr. Bennett	-	Present
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Present (Arrived at 5:15 p.m.)
	Mr. Edwards	-	Present

II Approval of Minutes

Regular Board of Trustees Meeting Minutes of October 14, 2010: on a motion by Mr. Bennett, seconded by Mr. Basile, it was moved that the Board approve the minutes of the Regular Meeting of October 14.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Dr. Patterson	-	Yes
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Yes

Five trustees voting “Yes, two “Absent” the motion passes.

Chairman Edwards asked the Board if any member objected to taking the agenda out of order to accommodate individuals present. The following items were taken out of order:

- V. *New Business***
 - a. *FFA National Convention Results***

III. Financial Reports

a. Business Manager Expenditure Report and Quarterly Budget Analysis

Mr. Malonson presented, reviewed, and answered questions from the Board regarding the expenditure report. He also explained adjustments made to the description of two budget line items in order to portray a more accurate description of expenses. Mr. Malonson noted that the line item budget process is working as reflected in the difference between this year and last year's encumbrances. There was a brief discussion on the heat and utilities projection.

Mr. Malonson presented, reviewed, and answered questions from the Board regarding the Quarterly Budget Analysis.

b. Treasurer's Report Fund Balance Report and Schedule of Interest Income

Mr. Murtagh briefly reviewed and discussed both reports with the Board.

IV. Unfinished Business

a. Essex North Shore Agricultural and Technical School District Update

Dr. Patterson updated the Board on the new school as follows:

A designer has been selected for the project. Roger Bourgeois was on the committee. The designer will be entering negotiations to determine their fee for the project in the near future. The process is moving slow with a new projected completion date of September 2014. The policy sub-committee is scheduled to meet at 5:00 pm prior to the regular School Committee meeting at 7:00 pm on December 2, 2010 at North Shore Tech..

b. Agricultural Exposition and Training Center

Mr. Williams from KBA Architects discussed and reviewed the final draft with changes and reviewed the new budget total. He agreed to bring a detailed breakdown of costs to the next meeting.

V. New Business

a. FFA National Convention Results

Eddie Allyn introduced Ms. Grima and a group of students who participated in the Nationals in Indianapolis, Indiana. Ms. Allyn explained their participation and how well the students focused. It was an opportunity for all students to showcase their leadership abilities. A PowerPoint presentation was provided and the students explained the competition and where they placed. The students were all congratulated.

VI. Adjournment

The meeting was adjourned at 5:45 p.m.

Date of Next Meeting: December 9, 2010 at 5:00 pm.

Diane Cedorchuk, Secretary to the Assistant Superintendent

List of meeting handouts:

- Agenda
- Regular Minutes from November 18, 2010
- Business Manager's Report: Expenditure Report and Budget % Remaining Comparison
- Treasurer's Report: Fund Balance Report and Interest Income Report
- Memo from Roger Bourgeois with attached timeline for construction of the new school
- Architectural drawings and information regarding the proposed plans for the Agricultural Exposition and Training Center