

CHAPLIN, HAMPTON, SCOTLAND AND REGIONAL DISTRICT #11
CENTRAL OFFICE COMMITTEE
Special Meeting Minutes
Chaplin, Connecticut
December 5, 2016

Present: Stacy Foster, Stephanie Harrington, Jennifer Nelson, Sally Ireland Arrived 5:10pm
Absent: Rose Bisson

1. The meeting was called to order at 5:05 p.m.
2. Approval of Minutes-- Motion to approve the March 30, 2016 minutes was made by Stephanie Harrington, seconded by Jennifer Nelson. The motion was unanimously approved.
3. COC Audit—Superintendent Henrici reported that auditors MAWC, LLC will present a report on the COC audit at a January, 2017 COC meeting.
4. Approval of Financial Statement—Motion to approve the Financial Statement was made by Stephanie Harrington, seconded by Jennifer Nelson. Yes—Foster, Ireland, Harrington
Abstain—Nelson
5. The Financial Statement of July 1, 2015 to June 30, 2016 was reviewed. A COC member asked for clarification on “Miscellaneous Income” on the Financial Statement. The COC financial person will be consulted on this. A COC member asked that line items #733 for all four budget functions be changed from “Supplies” to “Equipment” to be consistent.
6. Approval of FY 15-16 Budget Transfers—Motion to approve FY 15-16 budget transfers was made by Stephanie Harrington, seconded by Jennifer Nelson. The motion was unanimously approved.
7. Approval of 403 (b) Plan for COC administrative assistants—Executive Assistant Carol Cyr presented a report based upon conversations that she had with a VOYA representative. She indicated that all plan components seem to comply with the “Safe Harbor” provisions. Ms. Cyr will verify this with VOYA representatives and report back at the next COC meeting. The COC Board agreed they will have a final decision regarding the 403 (b) plan at the next COC meeting.
8. The meeting adjourned at 5:47 p.m.