

OPERATIONS AND FINANCE COMMITTEE

*Minutes of January 15, 2013 Meeting
4:00 p.m. at the Division Office*

Present: G. Hunter, R. Manns, R. Kulbacki, M. Hutton and G. Olmstead

1. 2013/14 Projects and Repairs

The committee reviewed the request forms from schools and the attached list is being recommended for inclusion in the 2013/14 Preliminary Budget. The overall budget which includes \$70,000 will be dedicated to either the NACI entrance concrete repairs or the NACI air conditioner. The overall budget is up \$20,000 of which \$15,000 is NACI sidewalk for new portables.

2. R. J. Waugh Office Staffroom Renovations

The committee is recommending the establishment of a capital reserve for this project. The Secretary-Treasurer indicated this reserve could be funded with current 2012/13 funds. The Secretary-Treasurer will report to the Board on available funds later in the Budget Process. An architect will be contacted for their advice on the nature and scope of the project.

3. NACI Concrete or NACI Air Conditioner

Mark is to contact engineers to obtain cost estimates and scope of work on these projects. This will be reported to the Board prior to decision on which one is to proceed. The \$70,000 major repair budget will be dedicated to one of these.

4. Furnishing Budget Increase

The committee is recommending the furnishing budget be increased by \$8,000 given the possibility of new portable units.

5. New Equipment

The purchase of a new tractor with lawn mower and snow clearing equipment for NACI is being considered. (Similar to Carberry Schools' tractor) The committee is recommending we purchase the tractor with 2012/13 funds.

6. NACI Art Kiln (estimated \$2,500)

A budget in regular instruction will be considered and NACI will also be asked to fund some of the costs.