



**Assabet Valley Collaborative Board of Directors Meeting
May 25, 2018
MINUTES**

Roll Call/Call to Order

The Assabet Valley Collaborative Board of Directors met on May 25, 2018 at Assabet Valley Collaborative, 28 Lord Road, Marlborough, MA 01752. Joseph Sawyer, Chair, called the meeting to order at 9:11 am.

Present: Joseph Sawyer, Chair, Robert Gerardi, Vice-Chair, Amber Bock, Maureen Greulich, Christine Johnson, Gregory Myers, Marco Rodrigues, Jeff Zanghi, and Maryellen Brunelle, (non-voting). **Also Present:** Cathy Cummins, Anne Mahan, Suzanne Pomerleau. **Absent:** Brooke Clenchy, Jay Cummings, and Ernest Houle.

Minutes of April 27, 2018

Amber Bock motioned to approve the minutes of April 27, 2018. Greg Myers seconded the motion. The Board voted unanimously (8-0) to approve the minutes of April 27, 2018.

Executive Directors Report

Dr. Cummins asked members for input on the final Board meeting in June. After some discussion the consensus was to change date to June 15th. She provided a grant update sharing the grant submissions AVC has completed, including Sudbury Foundation, for \$25K for service design thinking and a DESE grant, which if received will include partnering with Zaretta Hammond and Patti DeRosa. Program updates and Personnel updates were also provided.

Assistant Executive Director of Finance and Operations

Ms. Mahan provided an update on the FY18 Budget. The projected year end surplus for FY18 is \$126,795 surplus, due in part to many referrals and new enrollments in OSA/SOAR. In addition, transportation volume has increased and this has had a positive impact on revenue. AVC would like to replace the AV system in our PD spaces. Valley Communications (state contract vendor) is recommended and the cost is approximately \$ 40,000 and will be placed on the June agenda as part of the FY18 budget amendment for action. A vote to amend the FY18 Budget will be needed at the June meeting as the approved FY18 Budget was for \$12,719,947. Sadly, AVC had lost a student is month, from the REACH III/IV program at Algonquin High.

Ms. Mahan summarized the FY19 Budget for members who did not attend the April meeting. There was a slight increase in the expense line to \$13,441,425. The budget includes a 2% salary increase, health insurance increase of 7.4% which is lower than originally anticipated, transportation increase of 2%, and funding OPEB with \$ 25,000. She recommended deferring the facility rental and consultation rate changes to the June meeting to collect additional information.

Ms. Mahan shared a memo received from KMS Actuary, after reaching out to them regarding the impact of changing the vesting period for retiree health care benefits to 8 years. She gave a brief

summary to members who were not present at previous meetings. A discussion ensued amongst members, sharing concerns regarding a negative financial impact on the collaborative if the policy is changed, from 50/50 split with 10 year vesting to 40/60 split with an 8 year vesting. Two options were presented for the Board to act on:

- 1) **Option 1** - To have the policy remain at 10 years, 50/50, and remove the waiver language
- 2) **Option 2** -To amend the policy to 8 or 9 years vesting and reduce the cost share to 40/60 and remove waiver language. Ms. Mahan's fiscal recommendation is for the current policy to remain.

Action Items

a) *Vote to Approve Personnel Activity*

Greg Myers motioned to approve the personnel activity. Maureen Greulich seconded the motion. The Board voted unanimously (8-0) to approve personnel activity.

b) *Vote to Revise Retiree Health Benefit Policy (2 options)*

Robert Gerardi motioned to maintain the current Retiree Health Benefit Policy at 10 years, and remove the waiver options. Christine Johnson seconded the motion. The Board voted unanimously (8-0) to maintain the current vesting for Retiree Health Benefit Policy at 10 years and remove the waiver options.

c) *Vote to Approve the FY19 Budget of \$13,441,425*

Christine Johnson motioned to approve the FY19 Budget of \$13,441,425. Marco Rodrigues seconded the motion. The Board voted unanimously (8-0) to approve the FY19 Budget of \$13,441,425.

Adjournment

Maureen Greulich motioned to adjourn the meeting at 10:15 am for the purpose of entering into executive session. Robert Gerardi seconded the motion. The Board voted unanimously (8-0) to adjourn the meeting at 10:15 am for the purpose of entering into executive session. A roll call vote of all members was taken.

Respectfully submitted,

**Suzanne Pomerleau,
Administrative Assistant**