

**South Shore Educational Collaborative
75 Abington Street, Hingham, MA 02043**

**BOARD MEETING MINUTES
Friday, December 3, 2021**

Present:	James Lee	Braintree
	Patrick Sullivan, Ed.D.	Cohasset
	Gary Maestas	Hingham
	Judith Kuehn	Hull
	Jeffrey Granatino	Marshfield
	Matthew Keegan	Norwell
	William Burkhead	Scituate
	Robert Wargo	Weymouth

SSEC: Richard L. Reino, Executive Director
Patricia Mason, Ph.D., Director of Student Services (remote)

Guest: Michael Nelligan, CPA, Powers & Sullivan

1. Approval of the minutes from the October 1, 2021 meeting. A motion to approve was made by Mr. Granatino and seconded by Mr. Wargo; unanimously approved.
2. Approval of the FY 21 independent audit report. Michael Nelligan, CPA with Powers and Sullivan, addressed the board. Information requested by the auditors was provided by SSEC in a timely manner in May and September, 2021. Mr. Nelligan stated that it was a clean audit. Ms. Kuehn arrived at this time. An overview of the financial statements was provided. The OPEB investment earnings saw growth during FY 21. Following an overview of the report, a motion to accept the FY 21 independent audit report was made by Dr. Maestas and seconded by Ms. Kuehn; unanimously approved. A motion to approve the cumulative surplus amount of \$2,482,756 was made by Mr. Granatino and seconded by Mr. Burkhead; unanimously approved. Mr. Nelligan left the meeting at this time.
3. FY 22 financial update and budget summary. SSEC recently needed to use the credit line for the amount of \$600,000. This was necessary due to a problem with the software used for billing which resulted in the tuition bills being sent out later than usual. The end of the month warrant is approximately \$500,000. The executive director provided a comparison of revenue and expenses year to date with this time last year. The budget is still frozen except for IEP related expenses or emergencies. A motion to approve the financial update and budget summary was made by Dr. Sullivan and seconded by Mr. Granatino; unanimously approved.

4. Discussion of the collaborative borrowing up to \$400,000 to replace the van fleet and update the video surveillance cameras. The executive director provided information on the vehicles SSEC currently has (year, make and model), mileage and estimated trade in value and condition. He may include this expense while building the FY 23 budget. For consideration is a five year loan to include getting rid of current vans and upgrading to newer vehicles. This topic will be reviewed in the spring. Additionally, cameras on the outside of the building at 75 Abington Street need replacing.
5. Approval of the FY 21 annual report. A motion to approve the annual report was made by Dr. Maestas and seconded by Mr. Lee; unanimously approved.
6. Executive Session: Chapter 39, Section 29, mandates that in order to go into Executive Session, the Collaborative Board must:
 - a. Do so on a roll call vote.
 - b. State purpose of Executive Session
 - c. Indicate whether the body will reconvene in public session.

Matters to be considered in Executive Session: Negotiations and Personnel

A motion to go into Executive Session with the intent of returning to Open Session was made by Ms. Kuehn and seconded by Mr. Burkhead; a roll call vote was taken, with Mr. Lee voting yes, Dr. Sullivan voting yes, Dr. Maestas voting yes, Ms. Kuehn voting yes, Mr. Granatino voting yes, Mr. Keegan voting yes, Mr. Burkhead voting yes and Mr. Wargo voting yes; unanimously approved.

A motion to return to Open Session was made by Ms. Kuehn and seconded by Mr. Lee; a roll call vote was taken, with Mr. Lee voting yes, Dr. Sullivan voting yes, Dr. Maestas voting yes, Ms. Kuehn voting yes, Mr. Granatino voting yes, Mr. Keegan voting yes, Mr. Burkhead voting yes and Mr. Wargo voting yes; unanimously approved.

The meeting was adjourned at 9:30 a.m.