



Delaware Design-Lab High School

## **Citizens' Budget Oversight Committee (CBOC) Meeting**

**Monday, 28 November 2016, 6:00 p.m.**

179 Stanton Christiana Rd, Newark DE, 19702

### **Minutes**

#### **Present**

Don France, Chair

Cory Budischak, Secretary

Dr. Cristina Alvarez, DL CEO

Brian Shulman, Community Member

#### **Absent**

Paul Miller, DL Vice Chair and Interim Treasurer

Richard Riggs, CSO Representative

Shelley Ennis, Community Member

Financial reports were given to CBOC members on 11/26 for review before the meeting.

Meeting commenced 6:05pm

- Michelle Lambert via phone
  - Original Budget is what we are looking at
  - Revised budget will be presented in December
  - 33% into the budget year

- Recognized 49% of the revenue
  - More local funds and cafeteria funds and interest are coming
- Buildings
  - Is the modular units
- Facilities and Maintenance is a tiny bit above budget because of timing differences
- Food service
  - Billing should start to increase and is a timing difference
- Instructional Support
  - Some items are timing
  - Some are permanent and are addressed in the revised budget
- Transportation
  - Timing difference and is adjusted in revised budget
- Dr. Alvarez asked if 34% spending is normal for this time of year. Ms Lambert said that it was.
- Mr. Budischak asked about the lack of contingency fund. Ms. Lambert explained that the contingency could be quoted as \$76,252 but is not explicitly stated.
- Mr. France asked about the deficit and Ms. Lambert replied that the goal is to really reduce the deficit to below the \$422,403 to get a larger surplus.

Meeting adjourned at 6:35