

BOARD OF EDUCATION OF ANNE ARUNDEL COUNTY  
BUDGET COMMITTEE MEETING

October 16, 2023

APPROVED

\*\*\* MINUTES \*\*\*

The Budget Committee of the Board of Education met virtually on the above date at 12:00PM. Committee Chair Corine Frank was present. Committee members Robert Silkworth, Gloria Dent, and Michelle Corkadel were also present. Staff members present were Matt Stanski, Chief Financial Officer; Dan Reagan, Director of Internal Audits; Melissa Comella, Senior Manager of Budget; Bob Mosier, Chief Communications Officer, and Diane Howell, Executive Assistant to the Board.

**APPROVAL OF MINUTES:** Mr. Silkworth moved to approve the minutes of September 18, 2023; Ms. Dent seconded. The minutes were approved by consensus.

**FY2025 INTERNAL AUDIT BUDGET REQUEST:** Dan Reagan, Director of Internal Audit reviewed the FY25 internal audit budget and made the following requests: increase the professional development account from \$3,500 to \$5,500 and requested a one-time/every five years for peer review per the IPPF.

**FY2025 BOARD OFFICE BUDGET REQUEST:** Diane Howell, Executive Assistant to the Board of Education reviewed the FY25 Board office budget and made the following requests: transfer \$5,000 from the legal account to the professional development account, she also requested an additional \$28,583 to cover the cost of Board member compensation which increases in December 2024 per Maryland State Legislation.

Ms. Corkadel moved to approve the budget requests for both the internal audit office and the Board office and forward the budget requests to the full Board; Mr. Silkworth seconded. The committee approved by consensus.

Ms. Frank summarized two program enhancement requests for the Board office: first a constituent service specialist and second a special education constituent service specialist.

Mr. Silkworth moved to approve the program enhancement requests and forward them to the full Board; Ms. Corkadel seconded. The committee approved by consensus.

**POLICY DBK – CLASSIFICATION OF FUND BALANCES:** Mr. Stanski gave the committee an overview of the updates on September 18, 2023. The committee further discussed the recommendations to change language from 2% to 1%.

Ms. Corkadel moved to approve the language recommendation and forward it to the Policy Committee for further consideration; Mr. Silkworth seconded. The committee approved by consensus. Ms. Frank explained that she would craft a memo to the Policy Committee Chair,

copying the Board President the approval of the Budget Committees language recommendation for Policy DBK.

**FY2023 OPERATING BUDGET CLOSEOUT:** Mr. Stanski, Chief Financial Officer, reviewed the FY2023 Operating Budget Closeout and the Health Care Fund Balance. The full Board will receive this report at their public meeting on October 18, 2023.

**GOOD OF THE ORDER:** The committee discussed cancellation of the November 13<sup>th</sup> budget committee meeting. If there is any urgent business which the committee needs to review, an alternative meeting will be scheduled.

The meeting adjourned at 12:43 p.m.

Approved: January 17, 2024