



**Collaborative for Regional Educational Services and Training  
Board of Director's Meeting  
480 Broadway, Methuen, MA 01844**

**AGENDA**

**Wednesday, June 4, 2014  
8:30-10:30 am**

- 1) **CALL TO ORDER (Chairperson, Judith Scannell)**
  - a) Welcome
  
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **APPROVAL OF MINUTES**
- 4) **PUBLIC COMMENT**
  
- 5) **OLD BUSINESS**
  - a) Action Needed: Human Resources Director
  - b) Action Needed: Finance and Operations Policy and Procedure Manual
  - c) Action Needed: Transfer Funds to Retiree Health Trust
  - d) Action Needed: Topsfield Technology and Equipment
  
- 6) **NEW BUSINESS**
  - a) Action Needed: Treasurer Evaluation
  - b) Action Needed: Administrative Contracts
  - c) Action Needed: Signators
  - d) Action Needed: Board Appointments
  - e) Action Needed: Salary Schedule FY15 Additions
  - f) Action Needed: Enrichment Donations
  
- 7) **FINANCE REPORT**
  - a) Action Needed: Year-to-Date FY14
  - b) Action Needed: Aging Report
  
- 8) **PERSONNEL REPORT**
  - a) Action Needed: FY15 Staffing Approvals
  
- 9) **ADVISORY COMMITTEE REPORTS**
  - a) Finance Advisory
  - b) Facilities Advisory
  - c) Personnel Advisory

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