

**Draft**  
**Town of Oak Bluffs**  
**Finance and Advisory Committee**  
**& All Island Finance Committee**  
**Wednesday, February 7, 2017, 6:00 PM**  
**Council on Aging Conference Room**

Present: Chair - Jason Balboni, Maura McGroarty, Mike Taus, Richard Weiss,  
Absent: Steve Auerbach, Kimberly Burke, Bob Gaffey, Herbert Kiehn, Bill Vrooman,  
WT FinCom: Chuck Hodgkinson, Greg Orcutt, Doug Ruskin, Katherine Triantafillou,  
Tis. FinCom: Mary Ellen Larsen,  
Others: ACE MV Director Sam Hart,  
Recorder Marni Lipke

\* Late arrivals or early departures,

**Call to Order**

• The Oak Bluffs Finance and Advisory Committee (FinCom) and All Island Finance Committee (AIFC) were called to order. There were no quorums present. *(The discussion has been summarized and grouped for clarity and brevity.)*

**Budget Presentation and Discussion**

- Adult Community Education Martha's Vineyard (ACE MV) (See below: Actions.)
- This was the second year of a three year proposal at \$100,000/yr. assessed by the 50/50 County Formula. The first year (Fiscal Year 2017—FY17) three towns (Aquinnah, Chilmark, West Tisbury) voted the requested amount and three towns (Edgartown, Oak Bluffs, Tisbury) voted level funding from FY16, for a total of about \$65,000.
- ACE MV offered two sections of courses: creative electives (cooking, art, history, etc.) and Continuing Education Units (CEUs) required of professionals to obtain or maintain their licenses/certifications. In both cases course tuitions covered course expenses (salary, materials, etc.). Student travel/work-time savings were substantial enough so that it wasn't necessary to reduce tuition costs.
- The warrant article proposals were ongoing seed money to cover ACE MV administrative and development costs. Director Sam Hart's goal was to shift towards a traditional non-profit more proportionally supported by grants and a donor base. In the interest of this he had written \$150,000 worth of grant applications for 2017-18. However there was a philosophical discussion on the ACE MV Board regarding ongoing public support of Continuing Education, as was common practice in other municipalities.
- The All Island School Committee (AISC) was merely the fiscal agent/warrant sponsor.
- Courses were about 50/50 in-person and on-line but in-person courses were preferred in terms of participant networking and team building.
- Rather than a rotating class schedule, ACE MV polled Island businesses and municipalities on their needs, working closely with the schools (e.g. High School Career Technical Education (CTE) Department), MV Chamber of Commerce, Rotary Club, etc. and then selected classes accordingly. Consequently if there was no need there was no class and classes were canceled if not enough participants enrolled. Needs included:
  - bookkeeping and Excel trainings,
  - building trades (e.g. hoisting, safety, supervision, etc.),
  - teachers (e.g. Masters in Education credits),
  - Healthcare (e.g. Certified Nursing Assistant (CNA), Licensed/Registered Nurse (L/RN)).
- The most expensive class was the three-week commercial drivers license taught by a retired State Trooper, which had a 100% pass rate.

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- The FinCom representatives commented on a number of issues.
- ACE MV presented the original FY15 \$90,000 proposal as a one-time jumpstart request but other support had not grown to relieve the Towns. At that time ACE MV was fairly tenuous and had since grown to show a return on investments, saving Island businesses and Towns substantial costs for travel, work-time, etc. but there was a 'chicken and egg' conundrum of building programs to build grants/donations.
- The administrative budget was fairly rich, (high payroll costs, professional services, back payment to an ex-Director). Staff was not paid benefits, although this was another goal—Mr. Hart was the only full time employee. Administration could be justified in terms of ACE MV becoming a virtual community college, an eighth school on the Vineyard. Although a great place to grow up, the Vineyard was a very difficult place to turn 18. For example, 80% of Martha's Vineyard Regional High School (MVRHS) graduates went on to a four-year college and returned home with large student debt. ACE MV (Grades 13 and 14) essentially provided workforce preparation, connecting young minds with the business community which in turn supported the Towns with commercial taxes.
- Some members differentiated between community support (donations, volunteers, etc.) versus taxpayer support—which eliminated individual choice.
- Another way to look at it was to develop a business plan, assessing each class as a product, how it was selling, how enrollment could be increased, etc. ACE MV had developed a Five-Year Plan, which Sam Hart would send to members.
- If all the grants came in ACE MV was not likely to return moneys to the Towns but might stop requesting future funding.
- Financial reports were not sufficient or clear (see below: Actions).
- Sam Hart thanked the AIFC. He preferred this less formal discussion as very informative on what to present for article justification/information.

• **Member Comment** (See below: Meetings/Events & Actions.)

Members discussed how often they would meet and what they would discuss. West Tisbury FinCom Co-Chair provided an outline of regional budgets.

- At this point FinComs were busy with Town Meeting warrants so AIFC meetings were suspended till May.
- Although without any formal authority, members felt the AIFC had made a difference.
- Getting common information and hearing different questions was very valuable.
- Interests included:
  - developing common goals,
  - financial information sharing (Other Post Employee Benefits—OPEB, Cost of Living Adjustments-COLAs, library spending, etc.),
  - promoting inter-Town sharing of services and equipment.

• **Adjourn**

• **RICHARD WEISS MOVED TO ADJOURN AT 7:19PM; MIKE TAUS SECONDED; MOTION PASSED UNANIMOUSLY.**

**Action List:**

- ACE MV information requests:
  - 2 years of Profit & Loss Reports
  - revenue breakdown by course with enrollment numbers
  - Five Year Financial Plan
  - Budget Narrative (Katherine – send examples to Sam)
- FinCom Chairs - poll members on AIFC issues to garner 2-3 common goals

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**Meetings/Events:**

**Tis. FinCom - 6:00pm, Wednesday, February 8, 2017 - EMS Bldg.**

**OB FinCom - 5:00PM, Thursday, February 9, 2017 - snow cancelation**

AISC - 5:00PM, Thursday, February 9, 2017 - MVRHS LCR - snow cancelation

OB BOS - 4:30PM Tuesday, February 14, 2017 OB Library

**Tis. FinCom - 6:30pm, Wednesday, February 15, 2017 - EMS Bldg.**

**OB FinCom - 5:00PM, Thursday, February 16, 2017 - TBD**

OBSC - 8:30AM, Tuesday, February 21, 2017 - OBS

**AIFC - 5.30pm, Tuesday, May 16 2017 - TBD West Tisbury**

Annual Town Meetings: Aquinnah - Tuesday, May 9, 2017

Chilmark - Monday, April 24, 2017

Edgartown - Tuesday, April 11, 2017

Oak Bluffs - Tuesday, April 11, 2017

Tisbury - Tuesday, April 25, 2017

West Tisbury - Tuesday, April 11, 2017

**Documents on file:**

- Agenda 2/7/17
- Sign In Sheet 2/7/17
- Lipke email re: OB FinCom ACE-MV History (4 p.) 2/7/17
- Balboni/Hart/Butler cover emails re: ACE MV Budget and Current P&L (5 p.) 12/14/16
- ACE MV Spring 2017 Article
- FY2017 Budget
- Budget Vs. Actuals FY2017 Budget - FY17 P&L
- Oak Bluffs Community Preservation Committee Minutes (5 p.) 1/23/17