

**Budget Sub-Committee
Meeting
Monday, October 2, 2023
Rye Public Library
Recorded Video: [Click Here](#)**

Sub-Committee Present: Jeff Ross, Dania Seiglie and Steven Boren

I. Call to Order

Committee Chair Ross called the meeting to order at 5:36pm

II. Business

The sub-committee discussed the draft department head narrative example and guide produced by member Steven Borne. It was agreed that the second page that focuses on the numerical overview is something all should agree on and is very similar to the information that the SAU now provides, after past Budget Committee requests. This will be the initial standard view the sub-committee will put forward. There was much discussion about the process for how to get this completed, without creating additional work for department heads. It was determined that Member Borne will move the numerical information to an Excel sheet. The numbers may be able to come directly from the Finance Director. Or, if they are requested from the Department Heads, it should be in the form of short answer questions, where they would just write in the answers. Once the Department Heads complete the first numerical overview, it will be the Budget Committee who maintains this information until after the election. Where and how this will be posted for the Public needs to be determined.

The verbal narrative will be treated as nice to have and something for a subsequent year so change can be gradually introduced. This was referred to as a soft launch.

Member Borne will create the Excel sheet and update the narrative guide and provide to the sub-committee members for review.

At 6:13 p.m., Member Borne called for the meeting to be adjourned. Seconded by Member Seiglie. All in Favor.

Respectfully Submitted,
Dyana F. Ledger