

THE MAIN STREET ACADEMY  
FINANCE COMMITTEE  
REGULAR MEETING MINUTES  
TUESDAY JANUARY 23RD, 2018 @6:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 0 HOURS AND 43 MINUTES

ATTENDANCE SUMMARY

Name	Status	Arrival Time	Departure Time
Dr. DeAndre S. Pickett	not present		
Tony Morrison	present	On Time	At Adjournment
Jennifer Fine	present	On Time	At Adjournment
Erin Rodgers	present	On Time	At Adjournment
Cheryl Parker	present	On Time	At Adjournment
Virginia Smith	present	On Time	At Adjournment
Bianca Motley Broom	not present		
Laura Calloway	not present		

## WELCOME AND CALL TO ORDER

The meeting will be called to the order, beginning with the pledge of allegiance.

## APPROVAL OF AGENDA

So that there is agreement between board members on the agenda, and the amount of time spent on the meeting, the board shall vote to approve an agenda for the meeting. To the best of its ability, it will follow that agenda, and allow for the chair to move the board through the agenda as specified.

## APPROVAL OF MINUTES

Approve of Minutes from August, September, and October meetings.

### Passed Motion:

Approve of Minutes from August, September, and October meetings.

By: **Jennifer Fine** Seconded by: **Erin Rodgers**

### Discussion:

There was no notable discussion on the motion.

## REVIEW OF FY18 YTD FINANCIALS JULY-DEC 2017

- Candy Yu Reviewed and discussed.
  - a. Candy is working on the 1099's and will get them mailed out this month.
    - i. Expenses are in line with the budget with surplus of \$28K due to SNP income.
    - ii. Reviewing reports with Admin for better access to reports.
    - iii. Candy is requesting *Financial 101 Training* for all management and board members.
    - iv. TRS - working on reconciliation and target plan for Board.
    - v. Virginia has requested the committee to review current payroll services due to lack of services from current vendor.

Proposal to accept previous bidder - Paycor- Committee requested proposal for the board with prices for comparisons to review for approval.

## FUNDRAISING & GRANT UPDATES

- Silent Auction - March 3rd. Everyone is encouraged to attend. Funds will be used to improve restrooms.
- 5K/10K Walk/Run - May 5th

## FACILITY IMPROVEMENTS

- HVAC - Action Item: Ask Chris with Comfort Systems if there is a need for bypass system to repair without affecting others.
- Facility Projects - Restroom: Get quotes on hand dryers for restrooms.

## PTO FINANCIAL UPDATES

- Tara Freeney, PTO Treasurer, gave upcoming fundraiser events and will provide budget at future meeting.

## THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 7:54pm

### **Passed Motion:**

Motion to adjourn

By: **Virginia Smith** Seconded by: **Cheryl Parker**

### **Discussion:**

There was no notable discussion on the motion.