

THE MAIN STREET ACADEMY

FINANCE COMMITTEE REGULAR MEETING MINUTES TUESDAY FEBRUARY 19TH, 2019 @6:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 1 HOURS AND 26 MINUTES

ATTENDANCE SUMMARY

Name	Status	Arrival Time	Departure Time
Erin Rodgers	present	On Time	At Adjournment
Cheryl Parker	present	On Time	At Adjournment
Kimnese Abdul-Salaam	present	On Time	At Adjournment
Jennifer Fine	present	15 Minutes Late	At Adjournment
Dr. DeAndre S. Pickett	not present		
Virginia Smith	present	90 Minutes Late	At Adjournment
Chandra Graves	not present		
Bridgett Bell	present	On Time	At Adjournment

WELCOME AND CALL TO ORDER

Passed Motion:

Call meeting to order at 6:12PM

By: **Bridgett Bell** Seconded by: **Erin Rodgers**

Discussion:

There was no notable discussion on the motion.

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.

Passed Motion:

Approve the agenda as submitted

By: **Bridgett Bell** Seconded by: **Erin Rodgers**

Discussion:

There was no notable discussion on the motion.

ACCEPTANCE OF MINUTES

Acceptance of Minutes of January 2019 meeting

Acceptance of Minutes of May, June, July and September 2018 meetings

Passed Motion:

Approve the Minutes of January 2019 meeting

By: **Bridgett Bell** Seconded by: **Cheryl Parker**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Approve the Minutes of May, June, July and September 2018 meetings

By: **Bridgett Bell** Seconded by: **Cheryl Parker**

Discussion:

There was no notable discussion on the motion.

PTO FINANCIALS

Not presented.

FINANCIAL REVIEW

Enrollment Updates

- Re-enrollment ended 2/18/19 at 11:5pm.
- The committee discussed the current student/teacher ratio.

Regions and Wells Fargo updates

- The rates presented at the January Finance Committee meeting will not change.
- Recommendation to split funds between both banks.
- Recommendation to move funds after June 30, 2019 except the Money Market accounts.
- Wells Fargo has the most competitive P-card rates.

YTD Financials (July 1, 2018-January 31, 2018) were presented and discussed by Candy Yu of Avolon Accounting.

FUNDRAISING, SPONSORSHIP, & GRANT UPDATES

No discussion

FACILITY IMPROVEMENTS

1. Staff received training for upgraded Raptor Technology Visitor Management and Emergency Management Systems.
2. Conceptual plan for safety vestibule and double entry system of main school entrance to secure and control access is being developed for approval.
3. Vendor selected to upgrade/install security cameras, hardware, and software and integrate with College Park Police surveillance system.
4. Finalizing start date to replace restroom stalls.
5. Soliciting quotes for basement upgrade and renovation.
6. Gym lightning upgrade – (Voting item) The finance committee approved a request to upgrade the gym lighting to LED at a cost of \$8495.

Passed Motion:

Approve the request for gym lightning upgrade.

By: **Virginia Smith** Seconded by: **Bridgett Bell**

Discussion:

There was no notable discussion on the motion.

OTHER ITEMS FOR DISCUSSION

1. Communication Manager - discussion tabled pending correct job title, job description, start date, estimated starting salary, chain of command.
2. External Grant Writer - discussion tabled pending a conference call with the grant writer, finance chair, and board president.
3. 2019 Annual State of Georgia Corporation Registration was completed.

Tabled Motion:

Approve the Request to create and budget for a Communications Manager position pending the job description from the Communications Committee.

By: **Bridgett Bell** Seconded by: **Cheryl Parker**

Discussion:

There was no notable discussion on the motion.

BOARD UPDATES

1. Gym floor covering not to exceed \$6,000. **Approved**
2. Personnel Change Requests: Additional Para (PT) and RTI Math (FT). **Approved**

NEXT MEETING'S AGENDA ITEMS

1. Staffing Matrix/Organizational Structure will be presented by Principal Parker and will include the request for a Communications Manager pending the job description from the Communications Committee.
2. Regions and Wells Fargo savings options

THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 8:18 pm

Passed Motion:

Motion to adjourn

By: **Bridgett Bell** Seconded by: **Virginia Smith**

Discussion:

There was no notable discussion on the motion.