

# THE MAIN STREET ACADEMY

## FINANCE COMMITTEE REGULAR MEETING AGENDA TUESDAY OCTOBER 20TH, 2020 @6:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 1 HOURS AND 56 MINUTES

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### PUBLIC MEETING DETAILS 15 MIN

Join Zoom Meeting

<https://us02web.zoom.us/j/9150128622>

Meeting ID: 915 012 8622

**Passcode: tmsa** (if using the Zoom app)

Dial by your location

+312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 915 012 8622

**Passcode: 719355** (if dialing in by telephone)

### WELCOME AND CALL TO ORDER 1 MIN

### APPROVAL OF AGENDA 5 MIN

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.

### ACTIONS:

1. *Approve the agenda as presented.*

## APPROVAL OF MINUTES 15 MIN

The Finance Committee met on Tuesday September 22nd, 2020 @6:00 PM for what was scheduled to be a 1 hours and 46 minutes long meeting. Present: Cheryl Parker, Kimnese Abdul-Salaam, Bridgett Bell, Willie G. Davis, Jr., Virginia Smith, Mitch Foster II Not Present: none The members considered the following items: 1. Public Meeting Details 2. Welcome and Call to Order 3. Approval of Agenda 4. Approval of Minutes from Aug 18, 2020 5. PTO Financials 6. Financial Review 7. Facility Improvements 8. Fundraiser, Sponsorship, & Grant Updates 9. Other 10. Future Business The committee considered 7 motions, of which 6 passed, and 0 failed: 1. Approve the agenda as submitted (passed) 2. Amend the agenda to include a discussion and approval of an upgrade to the HVAC controller system. (passed) 3. Approve the minutes as submitted (passed) 4. Approve a one time stipend for pandemic support related to back to school not to exceed \$5,143. (passed) 5. Approve the proposal from Comfort Systems to upgrade water heater system not to exceed \$45,000. (passed) 6. Approve the proposal to upgrade the phone system. (tabled) 7. Approve the proposal to upgrade the HVAC controller system not to exceed \$45,000 (passed) The meeting adjourned at 7:19PM

## PTO FINANCIALS 5 MIN

## FINANCIAL REVIEW 30 MIN

1. FY21 YTD - Candy
2. PPP Loan application update - Candy
3. IT/Maintenance Personnel – one FT additional staff member
4. FY21 Amended Budget – **voting item**

## ACTIONS:

1. *Approve the FY21 budget amendments to include an additional IT staff position on a temporary to permanent basis not to exceed \$50,000 per year.*

## FACILITY IMPROVEMENTS 10 MIN

1. Basement renovation update
2. Marquee update
3. FY21 Facilities Grant – use of grant funds (suggestions):
4. LED lights in all hallways
5. Library renovation – convert outer wall to glass wall along hallway
6. Purchase activity van for school trips
7. Renovate courtyard
8. Interactive boards
9. New Phone line upgrade to VIOP
10. Air Quality Improvement
11. HVAC upgrade and filter changes

12. UV lights
13. Upgrade/replace gym ceiling fans
14. Replacement of four fans cost \$6,215 or
15. Replacement of six fans cost \$8,690
16. Employee Handbook update – Update background check requirements based on state of GA DOE (see attachment)
17. **Proposing:** Background checks are completed upon hire for everyone – **ADD** and upon certificate renew for those applicable and every 5 years for those non-certificate employees
18. All employees are required to report any arrests, charges, etc.
19. Another charter school does annual background checks. If we chose this option, it would be an estimated \$5,500.

## FUNDRAISER, SPONSORSHIP, & GRANT UPDATES 10 MIN

1. TMSA's 10<sup>th</sup> Anniversary will launch 10/10/2020 for donations \$10, \$100, \$1,000, etc. in honor of celebrations

## OTHER 10 MIN

Strategic plan update

- Capital projects

November committee meeting

## FUTURE BUSINESS 15 MIN