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THE MAIN STREET ACADEMY
FINANCE COMMITTEE
REGULAR MEETING MINUTES
TUESDAY OCTOBER 20TH, 2020 @6:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 1 HOURS AND 56 MINUTES

ATTENDANCE SUMMARY

Name	Status	Arrival Time	Departure Time
Cheryl Parker	present	On Time	At Adjournment
Kimnese Abdul-Salaam	present	On Time	At Adjournment
Bridgett Bell	present	On Time	At Adjournment
Willie G. Davis, Jr.	present	On Time	At Adjournment
Virginia Smith	present	On Time	At Adjournment
Mitch Foster II	present	On Time	At Adjournment

PUBLIC MEETING DETAILS

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)

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 presented.

By: **Bridgett Bell** Seconded by: **Mitch Foster II**

Discussion:

There was no notable discussion on the motion.

APPROVAL OF MINUTES

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, Kimmese 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

Passed Motion:

Approve the minutes as presented.

By: **Bridgett Bell** Seconded by: **Willie G. Davis, Jr.**

Discussion:

There was no notable discussion on the motion.

PTO FINANCIALS

FINANCIAL REVIEW

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

Proposed Motion:

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.

By: **Bridgett Bell** Seconded by: **Mitch Foster II**

Discussion:

Principal Parker opposes.

FUNDRAISER, SPONSORSHIP, & GRANT UPDATES

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

OTHER

Strategic plan update

- Capital projects

November committee meeting

FACILITY IMPROVEMENTS

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 (Tabled pending additional quotes)
9. New Phone line upgrade to VOIP (Tabled)
10. Air Quality Improvement (Tabled)
11. HVAC upgrade and filter changes (monthly for PODs based on Fulton County approval)
12. UV lights (Tabled)
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 renewal 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.

Passed Motion:

To approve the upgrade of school lighting to LED with the use of the FY21 facilities grant funds.

By: **Bridgett Bell** Seconded by: **Willie G. Davis, Jr.**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

To approve replacement of 6 gym fans not to exceed \$9,000.

By: **Bridgett Bell** Seconded by: **Mitch Foster II**

Discussion:

There was no notable discussion on the motion.

FUTURE BUSINESS

1. Interactive boards
2. New Phone line upgrade to VIOP

THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 8:07 pm

Passed Motion:

Motion to adjourn

Discussion:

There was no notable discussion on the motion.

WELCOME AND CALL TO ORDER

The meeting was called to order at 6:06PM.