

APPROVED

# CASA ACADEMY

## Minutes

### January Finance Committee Meeting

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#### Date and Time

Friday January 20, 2023 at 12:00 PM

#### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/83339763939?pwd=RIJjTXQyUmhpV05sY3JOYmNuNlIxZDZ09>

Meeting ID: 833 3976 3939

Passcode: wLm6VR

One tap mobile

+12532158782,,83339763939#,,,,\*912104# US (Tacoma)

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Dial by your location

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+1 346 248 7799 US (Houston)

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+1 929 205 6099 US (New York)

Meeting ID: 833 3976 3939

Passcode: 912104

Find your local number: <https://us02web.zoom.us/j/83339763939>

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CASA Academy Board and committee meetings will take place via conference call, online meeting platform, or in person. Per A.R.S. § 38-431.02, notice of meetings for CASA Academy and any of its committees will be posted on this website. Notices will also be posted in the main office of CASA Academy (8047 N 35th Ave. Phoenix, AZ 85051) which is open from 8:00 a.m. to 4:30 p.m., Monday-Friday.

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#### Committee Members Present

L. Osselaer (remote), M. Roosevelt (remote), M. Tucker (remote), T. Clayton Cundy (remote)

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## Committee Members Absent

T. Wee

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

L. Osselaer called a meeting of the Finance Committee of CASA ACADEMY to order on Friday Jan 20, 2023 at 12:05 PM.

#### C. Approve Minutes

M. Tucker made a motion to approve the minutes from CASA Finance Meeting on 11-30-22.

T. Clayton Cundy seconded the motion.

The committee **VOTED** unanimously to approve the motion.

##### Roll Call

L. Osselaer	Aye
T. Clayton Cundy	Aye
M. Roosevelt	Aye
M. Tucker	Aye
T. Wee	Absent

### II. Finance

#### A. Divvy presentation

Divvy is a credit card processor and bill payment combined platform. Benefits - photo of receipt uploads for credit card charges, syncs image to Quickbooks, monthly statements, instantly deactivates employee credit card, digital credit cards for users. No personal guarantee. Must apply for credit limit through portal. Set up as automatic payment weekly. Application and integration relatively short.

#### B. Review December financial statements

Email questions to Tacey.

#### C. Review 403(b) plans

Discussed employer match of 3% or 5%. Tacey to email the projected contribution amount for 3% and 5%.

#### D. Student loan repayment discussion

#### **E. Discuss CD rates**

Discussed CD rates with Laura and Heather CD and payoff of loan. Recommended short-term CD. Need funds for buildout of leased space within 3 years to accommodate K through 8 classrooms.

### **III. Other Business**

#### **A. Review upcoming meetings/action steps**

Next meeting January 25 12:00 to 12:30.

### **IV. Closing Items**

#### **A. Adjourn Meeting**

L. Osselaer made a motion to adjourn the meeting.

M. Tucker seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### **Roll Call**

T. Clayton Cundy Aye

L. Osselaer Aye

T. Wee Absent

M. Roosevelt Aye

M. Tucker Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:00 PM.

Respectfully Submitted,

L. Osselaer