

APPROVED



**ATLANTA NEIGHBORHOOD  
CHARTER SCHOOL**  
helping students learn to use their minds well

## Atlanta Neighborhood Charter School

# Minutes

## Business & Operations Committee Meeting

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### Date and Time

Thursday May 13, 2021 at 8:30 AM

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In accordance with Georgia's open meetings requirements, notice of this meeting has been posted at both campuses and on the ANCS website.

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### Committee Members Present

Ben Sutton (remote), Emily Ormsby (remote), Irina Brimmell (remote), Jordache Avery (remote)

### Committee Members Absent

*None*

### Guests Present

Chuck Meadows (remote), ctiede7@yahoo.com (remote), jerry.hanes@wpg-inc.com (remote), mjacobs@atncs.org (remote), mkessenich@atncs.org (remote), natashalp@gmail.com (remote), pteusink@atncs.org (remote)

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

Emily Ormsby called a meeting of the Finance & Operations Committee of Atlanta Neighborhood Charter School to order on Thursday May 13, 2021 at 8:34 AM.

### C.

### **Approve April 15, 2021 Meeting Minutes**

Irina Brimmell made a motion to approve the minutes from Business & Operations Committee Meeting on 04-15-21.

Ben Sutton seconded the motion.

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

## **II. Business & Operations Update**

### **A. Financial Performance Update**

Operating income of \$2.5M – PPP loan contributed \$1.8M to that total

The business office is working with CREATE to pull their financial info out from the rest of the school

### **B. Faculty and Staff Contract Update**

All contracts issued for instructional staff

Working way through non-instructional staff

Process will be complete by Monday, May 17

### **C. Property/Casualty Insurance Overview**

USI will attend June Committee meeting to provide an overview of the school's insurance program

### **D. Middle Campus Mortgage Refinance**

Chuck and Jerry will work on this project over the summer

### **E. Facilities and Grounds Update**

HVAC replacements at EC are scheduled for Wednesday, May 19.

Chuck shared a list of summer maintenance/improvement projects.

The Committee discussed ensuring the use of parent/community volunteers.

The Committee discussed the need for a full board vote to amend the budget for FY22 to include these items.

## **III. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:18 AM.

Respectfully Submitted,  
Emily Ormsby