

APPROVED



**ATLANTA NEIGHBORHOOD  
CHARTER SCHOOL**  
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## Atlanta Neighborhood Charter School

# Minutes

## Business & Operations Committee Meeting

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### Date and Time

Thursday March 11, 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), arnold.pierce@wpg-inc.com (remote), jerry.hanes@wpg-inc.com (remote), mjacobs@atncs.org (remote), mkessenich@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 Mar 11, 2021 at 8:37 AM.

### C. Approve February 11, 2021 Meeting Minutes

Jordache Avery made a motion to approve the minutes from Business & Operations Committee Meeting on 02-11-21.

Ben Sutton seconded the motion.

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

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

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

#### **Financial Overview**

- CREATE revenue and expenses moved "below the line" for ease of comparison
- Business Office identified that monthly close was a "soft close". They are moving to a "hard close" and will record activity strictly on a cash basis.

#### **FY22 Budget Draft**

- Chuck Meadows shared budget timeline – public meetings will occur at April Business and Operations Committee meeting and April Board meeting; public comment process still applies

#### **Paycheck Protection Program Loan Forgiveness Status**

- Chuck requested an ETA from Atlantic Capital

#### **MC mortgage refinance**

- Conversations started with CTB. Have not reached out to Atlantic Capital yet.
- Will communicate outside of normal committee schedule

### **B. Investment Options Update**

Still considering, but no progress made as not a high priority.

### **C. Facilities and Grounds Update**

- Team is trying to schedule HVAC work during Spring Break or virtual week following that. Two systems are down, which is driving this speed up from an original summer schedule. Units are reachable by crane, so no need for helicopter. This is part of an overall HVAC replacement project, which has already been approved, so additional approval is not needed.
- Facilities team has received a quote to replace retaining walls at the EC. Chuck mentioned that the EC recess fields need retaining wall work. The team is reaching out to Trees Atlanta and Truly Living Well for potential partnership opportunities in forming an overall plan for the EC campus recess fields and gardens. He will talk to the committee before doing anything other than maintenance.

- The committee will follow up on the status of repointing at MC to ensure this project was completed or continues if not complete.

### **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 9:10 AM.

Respectfully Submitted,  
Emily Ormsby

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#### **Documents used during the meeting**

- 02\_28\_21 Finance Committee Report FY21 Final FCReview (1).xlsx
- Statement of Activity 02-28-21 YTD.xlsx
- Statement of Activity 02-28-21 Month-end.xlsx