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# Atlanta Neighborhood Charter School

## Minutes

### Finance and Operations Committee Meeting

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#### Date and Time

Tuesday January 17, 2023 at 12:00 PM

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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), Cory Tiede (remote), Irina Brimmell (remote), Jerry Hanes (remote), Markecia Jacobs (remote), Oriol Miroso (remote)

#### Committee Members Absent

Arnold Pierce, Chuck Meadows

#### Guests Present

Chiquetta West (remote), Martha Kessenich (remote), Paige Teusink (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Ben Sutton called a meeting of the Finance & Operations Committee of Atlanta Neighborhood Charter School to order on Tuesday Jan 17, 2023 at 12:03 PM.

#### C. Approve Minutes

Cory Tiede made a motion to approve the minutes from Finance and Operations Committee Meeting on 12-12-22.

Oriol Miroso seconded the motion.

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

## **II. Finance & Operations**

### **A. Investment Review**

Paul Harrison of Edward Jones joined the meeting and presented an overview of ANCS investment portfolio.

Irina Brimmell made a motion to place \$67,000 currently in cash account with Edward Jones into a money market account, as suggested by ANCS' investment advisor Paul Harrison.

Cory Tiede seconded the motion.

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

### **B. Financial Performance Update**

Jerry Haines presented the monthly financial reports ending 12/31/22.

### **C. Financial Requirements**

Ben Sutton presented items for the committee to be aware of as the year progresses, including ensuring the completion of an IRS Form 990 and the Charter School Financial Performance Standards.

The committee will revisit these tasks as necessary.

### **D. ANCS Policy Portal**

The Governance Committee provided a proposal from Manual Makers to update ANCS' policies into a searchable format on the website. This committee briefly reviewed the scope of work and the proposed total fee of \$8,250.

### **E. Buildings & Grounds Update**

Chuck Meadows provided updates on the EC farm upgrades that are currently underway. There was a need for a permanent greenhouse structure, which is currently under construction. The cost is approximately \$32,000, but it is anticipated that those costs will be reimbursable through ESSER funding allocated to the school.

A security review of both campuses was completed in December and a final report is anticipated in the next few weeks. The committee will review the full report and determine which recommendations should be implemented based on need and budget.

## **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 12:45 PM.

Respectfully Submitted,  
Ben Sutton

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

- 12\_31\_22 Finance Committee Report FY23 FINAL.xlsx
- Statement of Activity 12-31-2022 Month-end.pdf
- Statement of Activity 12-31-2022 YTD.pdf
- Statement of Financial Position 12-31-2022.pdf
- ANCS SOW Policy and Procedure Refresh 2023.pdf