

APPROVED



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CHARTER SCHOOL

helping students learn to use their minds well

## Atlanta Neighborhood Charter School

### Minutes

#### Finance and Operations Committee Meeting

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##### **Date and Time**

Tuesday January 16, 2024 at 12:00 PM

##### **Location**

Elementary Campus - Meeting Trailer

688 Grant Street

Atlanta, GA 30315

Attendees may join in-person or via video conference.

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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), Chiquetta West (remote), Cory Tiede (remote), Irina Brimmell (remote), Oriol Miroso (remote)

##### **Committee Members Absent**

Drew Waddell

##### **Guests Present**

Alastair Pullen (remote), Markecia Jacobos (remote), Martha Kessenich (remote)

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#### **I. Opening Items**

##### **A. Record Attendance and Guests**

##### **B.**

### **Call the Meeting to Order**

Irina Brimmell called a meeting of the Finance & Operations Committee of Atlanta Neighborhood Charter School to order on Tuesday Jan 16, 2024 at 12:03 PM.

### **C. Approve Previous Month's Committee Meeting Minutes**

Oriol Miroso made a motion to approve the minutes from Finance & Operations Committee Meeting on 12-11-23.

Cory Tiede seconded the motion.

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

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

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

Chiquetta West provided an update on the school's financial performance, revenue and expenditures through December 31, 2023.

- YTD revenue is \$1.5M higher than the target, primarily due to the increased APS allocation, timing of CARES funds and nutrition grant receipts and MACAL program growth.
- YTD expenses are \$0.5M higher than the target, primarily due to expenses incurred but not budgeted for including tenor bonus, stipends and staff retreat, timing of invoice payments, additional training costs and MACAL program growth.

### **B. Facilities and Grounds**

Alastair Pullen provided an update on the following improvements:

- fobs access control installation on doors in February
- new pavers and gravel at the MC

### **C. Salary Study Update**

Chiquetta West provided an update on the school's salary study. Overall, ANCS staff and teacher pay is less competitive compared to that of ANCS. Chiquetta and team have proposed various scenarios to bring the pay in line with APS to ensure competitiveness of ANCS's offering.

### **D. Charter Compliance Report Update**

Alastair Pullen provided an update on the Charter Compliance report. Financial obligations and covenants are in line with expectations.

### **E. Finance & Operations Policies Review**

Irina Brimmell lead the discussion regarding select Finance & Operations policies. The group discussed the actual practice to ensure it is in sync with the policy as written and identified some areas that Chiquetta and team should make some adjustments to the policy.

### **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 12:57 PM.

Respectfully Submitted,  
Irina Brimmell

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

- StatementofActivity - YTD (1).pdf
- StatementofActivity - Dec.pdf
- Finance Committee Financial Statement - December 2023 (1).xlsx
- StatementofFinancialPosition - Dec.pdf
- ANCS Finance and Operations Policies - select policies.docx