



# Environmental Charter Schools

## Finance Committee Meeting

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### **Date and Time**

Friday March 23, 2018 at 8:30 AM PDT

### **Location**

ECHS Auxiliary Space, 2625 Manhattan Beach Blvd. Suite 100, Redondo Beach, CA 90278 / Zoom: Join from PC and Mac: <https://zoom.us/j/959381494> Or Telephone: +1 669 900 6833 (Meeting ID: 147 466 498) / Call-in Location: 1 Market Place, San Diego, CA, 92101 / 2000 Imperial Hwy., El Segundo, CA 90245 / 11151 Orville St., Culver City, CA 90230

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### **Finance Committee Members**

Tracy Bondi - Chair

Jenni Owen - Co-Chair

Ken Deemer

Bruce Greenspon

Dorothy Lee

### **Finance Committee Charter**

- Provides financial oversight for the organization
  - In conjunction with staff and other stakeholders, develops an annual operating budget and recommends for board approval
  - Monitors adherence to budget and recommends changes, if necessary
  - Sets long-term financial goals with funding strategies to achieve them
  - Considers special, unbudgeted requests and make recommendations to board
  - Develops multi-year operating budgets that tie to strategic plan
  - Ensures adequacy of financial controls and monitor for compliance
  - Ensure Financial literacy of Board Members by providing training
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## **Goals for 2017-2018**

- Hold a yearly ECS financial training course
- Ensure adequate financing for the facilities development in Inglewood
- Ensure salary schedules and benefits are supportable and sustainable
- Assist in determination of auditor evaluation and choice of auditors for 2018-19 audit

## **THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

## **PUBLIC SPEAKERS AT STANDING COMMITTEE MEETINGS**

Notice is hereby given that consistent with the requirements of the Ralph M. Brown Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

Environmental Charter Schools recognizes that it benefits greatly from public input and perspective. Individuals are invited to address the Committee on any topic or subject matter that falls within the Committee's purview. Speakers may sign up in person immediately prior to the beginning of the Committee meeting by speaking with the Committee Chair.

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each). Please note that the Committee allows a maximum of 10 minutes to each subject as determined by the Committee Chair.

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

## **REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at (310) 214-3408, option 5.

## **FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at (310) 214-3408, option 5.

## Agenda

### I. Opening Items

#### Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve Previous Meeting Minutes

Approve minutes for Finance Committee Meeting on January 19, 2018

### II. Presentations from the Floor

#### A. Presentation from the Floor on Non Agenda Items

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each).

#### B. Presentations from the Floor on Agenda Items

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

### III. Discussion Items / Updates

#### Finance

#### A. EdTec Financial Update

EdTec financial update [here](#).

ECHS Feb 18 financials [here](#).

ECMS-G Feb 18 financials [here](#).

ECMS-I Feb 18 financials [here](#).

#### B. Fundraising YTD Update

Fundraising update is [here](#).

Also, you may wish to view [2017-2018 Development Dashboard](#) for further information.

- C.** Discuss higher Interest Bearing investments for ECHS, Greenspon scholarship, investment club at ECHS

The following items are being considered and staff would like initial committee feedback:

1. Higher Interest Bearing investments for ECHS / Greenspon scholarship endowment
2. Investment club at ECHS

#### **IV. Action Items**

- A.** Recommend Approval of Second Interim Financial Reports

ECHS Second Interim financial report is [here](#).

ECMS-G Second Interim financial report is [here](#).

ECMS-I Second Interim financial report is [here](#).

- B.** Recommend Acceptance of Jan, Feb 2018 Check Registers

January 2018 check register is [here](#).

February 2018 check register is [here](#).

- C.** Recommend Acceptance of Dec - Feb Private Donations Over \$1000

Private donations list is [here](#).

- D.** Recommend FY 17/18 - 19/20 Audit Proposal

Recommend approval of CLA proposal for 3 year agreement for audit services [here](#). Total expected cost of FY 17/18 audit + Form 990 = \$21,825. Outgoing years will be capped at no more than 3% increase.

#### **V. Closing Items**

- A.** Adjourn Meeting