



Environmental Charter Schools

Finance Committee Meeting

Date and Time

Friday February 7, 2020 at 8:30 AM PST

Location

ECHS Auxiliary Office, 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278 // Zoom info: <https://zoom.us/j/959381494> Or Telephone: (669) 900-6833 (Meeting ID: 959 381 494) // Call-In Locations: 1177 Engle wild Dr., Glendora, CA 91741 / 590 Rosecrans Avenue, Manhattan Beach, CA 90266

Finance Committee Members

Farnaz Golshani-Flechner - Chair

Ken Deemer

Denise Berger

Bruce Greenspon

Alison Diaz

Tracy Bondi

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

Goals for 2019-2020

- Integrate ECHS 2 financials into ECS financial reporting and processes.
- Hold a yearly ECS financial training course.
- Ensure adequate financing for the facilities development for all school sites.
- Collaborate with Menlo Charter Properties to refinance loans at ECMS-Gardena and ECMS-Inglewood.
- Ensure salary schedules and benefits are supportable and sustainable.
- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals

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 Agenda

II. Presentations from the Floor

A. Presentation from the Floor on Non Agenda Items

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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

- February 2020 financial update slides is [here](#)
- ECHS income statement and cash flow is [here](#)
- ECMS-G income statement and cash flow is [here](#)
- ECMS-I income statement and cash flow is [here](#)
- ECHS 2 income statement and cash flow is [here](#)
- ECS balance sheet as of December 31, 2019 is [here](#)

B. Fundraising YTD update

- Fundraising YTD update is [here](#)

C. Menlo 165th New Markets Tax Credit refinance discussion

- Term Sheet - Beneficial State Bank is [here](#)

D. Strategic LCAP budget process discussion

E. ECHS 2 update

IV. Action Items

A. Recommend board approval of previous meeting minutes

Approve minutes for Finance Committee Meeting on December 6, 2019

B. Recommend board acceptance of December 2019 check register and credit card statements

- December 2019 check register is [here](#)
- December 2019 credit card statements is [here](#)

C. Recommend board acceptance of November-December 2019 private donations over \$1,000

- List of November-December 2019 private donations over \$1,000 is [here](#)

D. Recommend board approval of authorized signer changes

For ECMS-G:

- General fund bank account ending in -3588 and petty cash checking account ending in -3603: approve Dave Trejo as a signer / remove Alison Diaz and Kami Cotler
- ECMS-G credit card: remove Qiana O'Leary / approve Dave Trejo as a signer

For ECHS:

- General fund bank account ending in -2423: remove Alison Diaz and Jenni Taylor
- Petty cash bank account ending in -7865: remove Alison Diaz and Jenni Taylor

For ECMS-I:

- General fund bank account ending in -3291: remove Alison Diaz, Beth Bernstein Yamashiro, and Ken Deemer
- Petty cash bank account ending in -8657, remove Alison Diaz and Beth Bernstein Yamashiro.

V. Closing Items

A. Adjourn Meeting