

APPROVED



# Environmental Charter Schools

## Minutes

### Finance Committee Meeting

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#### **Date and Time**

Friday March 3, 2017 at 9:30 AM

#### **Location**

16315 Grevillea Ave. Lawndale, CA 90260

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#### **Finance Committee Members**

Tracy Bondi - Chair

Alison Diaz

Ken Deemer

Bruce Greenspon

William Robertson

Jenni Owen

#### **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 2016-2017**

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- Hold a yearly ECS financial training course as needed
- Ensure adequate financing for the facilities development in Inglewood and Lawndale
- Ensure salary schedules are supportable and sustainable
- Assist in determination of auditor evaluation and choice of auditors for 2016-17 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.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATIONS MAY BE MADE**

Notice is hereby given that consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**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 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

**FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

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**Committee Members Present**

Alison Diaz, Bruce Greenspon, Dorothy Lee, Jenni Owen, Tracy Bondi (remote), William Robertson

**Committee Members Absent**

Ken Deemer

**Guests Present**

Dani Hughes

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

Tracy Bondi called a meeting of the Finance Committee of Environmental Charter Schools to order on Friday Mar 3, 2017 at 9:33 AM.

## II. Approval of Agenda and Previous Meeting Minutes

### A. Motion to approve the agenda

Bruce Greenspon made a motion to approve the agenda.

William Robertson seconded the motion.

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

#### Roll Call

Alison Diaz	Aye
Jenni Owen	Aye
Ken Deemer	Absent
Bruce Greenspon	Aye
William Robertson	Aye
Tracy Bondi	Aye

### B. Approve Previous Finance Committee Meeting Minutes

Alison Diaz made a motion to approve minutes from the Finance Committee Committee Meeting on 01-20-17 Finance Committee Meeting on 01-20-17.

Tracy Bondi seconded the motion.

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

#### Roll Call

Jenni Owen	Aye
Ken Deemer	Absent
Tracy Bondi	Aye
Alison Diaz	Aye
Bruce Greenspon	Aye

## III. Presentation from the Floor

### A. Presentations from the Floor

None

### B. Presentations on the Agenda

None

## IV. Discussion Items / Updates

### A. EdTec Financial Update

Dorothy reports out on the finances for ECHS, ECMS-I and ECMS-G

### B.

### **Benchmarks Update**

Dorothy gives an update on how the schools expenditures compare to other schools within the ECS network and within Cs and La more specifically. ECS seems to be spending more money per student on instructional expense. Alison to work with other charter leaders - to complete a more apple to apple expense benchmark comparison.

### **C. Fundraising Update**

Tracy gives an update on Development's fundraising PowerPoint slide and seeks board feedback. Board suggests the slide include a timeline visual.

Action:

Tracy to share feedback with Julie.

### **D. Auditor Selection for 2016/17 Audit**

Tracy gives an update on the auditor selection process and explains the differences between the various auditors with whom collected bids.

## **V. Action Items**

### **A. Approve College Readiness Block Grant Plan**

Jenni Owen made a motion to recommend Approval of the College Readiness Block Grant to the ECS board.

Bruce Greenspon seconded the motion.

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

#### **Roll Call**

Bruce Greenspon	Aye
William Robertson	Aye
Alison Diaz	Aye
Jenni Owen	Aye
Tracy Bondi	Aye
Ken Deemer	Absent

### **B. Approve Proposal for Audit Services for FY 2016/17**

Bruce Greenspon made a motion to recommended the approval of Squar Milner's Proposal for Audit Services for FY 2016/17 to the full board in March.

Jenni Owen seconded the motion.

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

#### **Roll Call**

Bruce Greenspon	Aye
Jenni Owen	Aye
Alison Diaz	Aye

**Roll Call**

Tracy Bondi	Aye
William Robertson	Aye
Ken Deemer	Absent

**VI. 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 10:30 AM.

Respectfully Submitted,  
Alison Diaz