APPROVED

Environmental Charter Schools

Minutes

ECS Finance Committee Meeting

Date and Time
Friday August 18, 2017 at 8:30 AM

Location
16315 Grevillea Ave., Lawndale, CA 90260 / 840 14th St., San Diego, CA 92101 / Zoom: Join from PC or Mac: https://zoom.us/j/517445701 Or Telephone: +1 669 900 6833 (US Toll) Meeting ID: 517 445 701

Finance Committee Members
Tracy Bondi - Chair
Jenni Owen - Co-Chair
Alison Diaz
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

Goals for 2016-2017

• 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.

Committee Members Present
Alison Diaz, Dorothy Lee, Jenni Owen, Ken Deemer, Tracy Bondi

Committee Members Absent
Bruce Greenspon

Guests Present
Dani Hughes

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 Aug 18, 2017 at 8:33 AM.

C. Approve Previous Meeting Minutes

Alison Diaz made a motion to approve minutes from the Finance Committee Meeting on 03-03-17 Finance Committee Meeting on 03-03-17.
Jenni Owen seconded the motion.
The committee **VOTED** to approve the motion.

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

II. Presentations from the Floor

A. Presentation from the Floor on Non Agenda Items

None

B. PRESENTATIONS ON AGENDA ITEMS

None

III. Discussion Items / Updates

A. Discuss Committee Goals and Meeting Calendar for FY 17/18

Proposed Goals for 2017-18

1. Hold a yearly ECS financial training course as needed - **REMOVE AS NEEDED**
2. Ensure adequate financing for the facilities development in Inglewood
3. Ensure salary schedules are supportable and sustainable - **ADD BENEFITS**
4. Assist in determination of auditor evaluation and choice of auditors for 2018-19 audit.

Committee Meetings Dates for 2017-2018
* Fridays
* Before board meetings

Action Item:
Dani will follow up with Bruce and email dates to committee members

B.

EdTec Financial Update and FY 16/17 Unaudited Actuals

Dorothy presents on EdTec Financial Update and FY 16/17 Unaudited Actuals

IV. Action Items

A. Recommend Board Approval of Committee Goals and Calendar

Ken Deemer made a motion to recommend board approval of the board the Committee Goals and Calendar.
Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

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

B. Recommend Board Approval of FY 16/17 Unaudited Actuals: ECHS, ECMSG, ECMSI

Ken Deemer made a motion to recommend board approval of the FY 16/17 Unaudited Actuals: ECHS, ECMSG, ECMSI.
Jenni Owen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

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

C. Recommend Board Approval of Contracts

Jenni Owen made a motion to recommend board approval of the 2017-2018 contracts * Preferred Meals (School Lunch) - ECS * Nature Bridge - ECMSG Outdoor Education Trips * Woodcraft Rangers - ECHS and ECMSI * Susan McDonald (Speech / Language Pathologist) - ECS * MQI Coaching Contract (math) - ECHS * Woodcraft Rangers - ECMSG * UCLAMP - ECS * Master Contract with SW Selpa for Special Ed Services NPSA - ECS * MOU with LACOE - ECMS G and ECMS I .
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Ken Deemer	Aye

Roll Call

Tracy Bondi	Aye
Bruce Greenspon	Absent
Jenni Owen	Aye

D. Recommend Approval of Consolidated Application FY 17/18: ECHS, ECMSG, ECMSI

Jenni Owen made a motion to recommend approval of Consolidated Application FY 17/18: ECHS, ECMSG, ECMSI.
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

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

E. Recommend Board Approval of ECMSI - Yukon Sublease

Ken Deemer made a motion to Recommend Board Approval of ECMSI - Yukon Sublease.
Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

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

V. Closing Items

A. Adjourn Meeting

Tracy Bondi made a motion to adjourn the meeting.
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:50 AM.

Respectfully Submitted,
Tracy Bondi