APPROVED

Environmental Charter Schools

Minutes

Finance Committee Meeting

By Teleconference/Zoom

Date and Time
Monday June 15, 2020 at 1:00 PM

Location
Zoom: https://us02web.zoom.us/j/892326751?pwd=cnpIVUJxOEUwdXVzeHZTeHdTRU00dz09

Two-Way Teleconference Location: ECHS Auxiliary Office, 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278

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

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- 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.

Committee Members Present

Alison Diaz (remote), Bruce Greenspon (remote), Dr. Denise Berger (remote), Farnaz Golshani-Flechner (remote), Ken Deemer (remote), Tracy Bondi (remote)

Committee Members Absent

None

Guests Present

Dorothy Lee (remote), Jeremiah Rosario David (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Farnaz Golshani-Flechner called a meeting of the Finance Committee of Environmental Charter Schools to order on Monday Jun 15, 2020 at 1:02 PM.

C. Approve Agenda

Bruce Greenspon made a motion to approve the agenda.
Dr. Denise Berger seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Farnaz Golshani-Flechner	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye
Dr. Denise Berger	Aye
Ken Deemer	Aye
Alison Diaz	Aye
Dorothy Lee	Aye

II. Presentations from the Floor

A. Presentation from the Floor on Non Agenda Items

None.

B. Presentations from the Floor on Agenda Items

None.

III. Discussion Items / Updates

A. EdTec Financial Review

Dorothy Lee of EdTec presented the financial update presentation attached in this agenda. No major questions or issues were raised.

B. Fundraising YTD update

Director of Growth and Sustainability Alison Diaz presented the Fundraising YTD Update attached in this agenda. No major questions or issues were raised.

C. Discuss Finance Committee Goals for 2020-2021

Tabled.

IV. Consent Items A-H

A. Recommend board approval of previous meeting minutes

Dr. Denise Berger made a motion to recommend board approval of previous meeting minutes for Finance Committee Meeting on February 7, 2020.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Dr. Denise Berger	Aye
Ken Deemer	Aye
Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye

B. Recommend board acceptance of March and April 2020 check registers and credit card statements

Dr. Denise Berger made a motion to recommend board acceptance of March and April 2020 check registers and credit card statements.
Alison Diaz seconded the motion.

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

Roll Call	
Ken Deemer	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye
Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye
Dr. Denise Berger	Aye

C. Recommend board acceptance of March-May 2020 private donations over $1,000

Dr. Denise Berger made a motion to recommend board acceptance of March-May 2020 private donations over $1,000.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Tracy Bondi	Aye
Ken Deemer	Aye
Bruce Greenspon	Aye
Alison Diaz	Aye
Dr. Denise Berger	Aye
Farnaz Golshani-Flechner	Aye

D. Recommend board approval to open ECMS-G, ECMS-I, ECHS 2 checking accounts with Beneficial State Bank

Dr. Denise Berger made a motion to recommend board approval to open ECMS-G, ECMS-I, ECHS 2 checking accounts with Beneficial State Bank.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Alison Diaz	Aye
Farnaz Golshani-Flechner	Aye
Dr. Denise Berger	Aye
Ken Deemer	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye

E. Recommend board approval to open ECMS-G, ECMS-I, ECHS, ECHS 2 credit card accounts with Beneficial State Bank

Dr. Denise Berger made a motion to recommend board approval to open ECMS-G, ECMS-I, ECHS, ECHS 2 credit card accounts with Beneficial State Bank.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Ken Deemer	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye
Alison Diaz	Aye
Farnaz Golshani-Flechner	Aye
Dr. Denise Berger	Aye

F. Recommend board approval of 2020-2021 Education Protection Act Plan and Resolution

Dr. Denise Berger made a motion to recommend board approval of 2020-2021 Education Protection Act Plan and Resolution.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Farnaz Golshani-Flechner	Aye
Bruce Greenspon	Aye
Dr. Denise Berger	Aye
Ken Deemer	Aye
Tracy Bondi	Aye
Alison Diaz	Aye

G. Recommend board approval of FY 2020-21 contracts

Dr. Denise Berger made a motion to recommend board approval of FY 2020-21 contracts listed in this agenda.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Dr. Denise Berger	Aye
Bruce Greenspon	Aye
Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye
Ken Deemer	Aye
Tracy Bondi	Aye

H. Recommend board approval of Forms 990 and 199

Dr. Denise Berger made a motion to recommend board approval of only ECS Tax Form 990, removing all others listed on this agenda.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Farnaz Golshani-Flechner	Aye

Roll Call	
Ken Deemer	Aye
Bruce Greenspon	Aye
Alison Diaz	Aye
Dr. Denise Berger	Aye
Tracy Bondi	Aye

V. Action Items

A. Recommend board approval of 2020-2021 Budgets

Ken Deemer made a motion to recommend board approval of 2020-2021 Budgets.
Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Ken Deemer	Aye
Tracy Bondi	Aye
Bruce Greenspon	Aye
Dr. Denise Berger	Aye
Alison Diaz	Aye
Farnaz Golshani-Flechner	Aye

B. Recommend board approval of revised ECS Financial Policies

Alison Diaz made a motion to recommend board approval of revised ECS Financial Policies.
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Farnaz Golshani-Flechner	Aye
Tracy Bondi	Aye
Ken Deemer	Aye
Bruce Greenspon	Aye
Dr. Denise Berger	Aye
Alison Diaz	Aye

C. Recommend board approval of Finance Committee Goals for 2020-2021

Tabled.

VI. Closing Items

A. Adjourn Meeting

Alison Diaz made a motion to adjourn the meeting.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Dr. Denise Berger	Aye
Farnaz Golshani-Flechner	Aye
Ken Deemer	Aye
Bruce Greenspon	Aye
Alison Diaz	Aye
Tracy Bondi	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:59 PM.

Respectfully Submitted,
Farnaz Golshani-Flechner