DRAFT

Environmental Charter Schools

Minutes

Finance Committee Meeting

By Teleconference/Zoom

Date and Time
Friday September 16, 2022 at 8:30 AM

Location
Zoom: https://us02web.zoom.us/j/86746735522?pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTk5Zz09

Alternative access:

- Two-way Teleconference Location: 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278
- Call-in only: (669) 900-6833 (Meeting ID: 867 4673 5522, Passcode: 425920)

Finance Committee Members
Tracy Bondi - Chair
Farnaz Golshani-Flechner
Denise Berger
Bruce Greenspon
Alison Diaz

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 2021-2022
Engage board in a critical assessment of the budget as it relates to organizational priorities and goals
Hold a yearly ECS financial training course
Ensure school budgets and cash flows are transparent, supportable, and sustainable
Support ECHS #2's financial objectives in the facilities development and
school startup process
Collaborate with Menlo Charter Properties to refinance loans at ECMS- Gardena and ECMS-Inglewood

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
Bruce Greenspon (remote), Farnaz Golshani-Flechner (remote), Tracy Bondi (remote)

Committee Members Absent
Alison Diaz, Dr. Denise Berger

Guests Present
Dorothy Lee (remote), Jeremiah Rosario David (remote), Sarahai Garibay (remote)

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 Sep 16, 2022 at 8:31 AM.

C. Approve agenda

Farnaz Golshani-Flechner made a motion to approve agenda.
Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Farnaz Golshani-Flechner	Aye
Bruce Greenspon	Aye

Roll Call	
Dr. Denise Berger	Absent
Alison Diaz	Absent
Tracy Bondi	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. 21/22 financial review and 22/23 revised budgets

EdTec consultant Dorothy Lee provided the EdTec 21/22 financial review:

- ECHS-Lawndale - operating income decreased by $40k in unaudited actuals
- ECMS-Gardena - operating income increased by $28k in unaudited actuals
- ECMS-Inglewood - operating income decreased by $51k in unaudited actuals
- ECHS-Gardena - operating income decreased by $19k in unaudited actuals

IV. Consent Items A-D

A. Recommend board approval of private donations over $1,000

Bruce Greenspon made a motion to recommend board approval of private donations over $1,000.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

B. Recommend board approval of check registers and credit card statements

Bruce Greenspon made a motion to recommend board approval of check registers and credit card statements.

Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

C. Recommend board approval of Unaudited Actuals for ECHS-L, ECMS-I, ECMS-G, ECHS-G

Bruce Greenspon made a motion to recommend board approval of Unaudited Actuals for ECHS-L, ECMS-I, ECMS-G, ECHS-G.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

D. Recommend board approval of revised 22/23 Teacher Salary Schedule

Bruce Greenspon made a motion to recommend board approval of revised 22/23 Teacher Salary Schedule.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

E. Recommend board approval of contract(s)

Bruce Greenspon made a motion to recommend board approval of contracts.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Alison Diaz	Absent
Farnaz Golshani-Flechner	Aye
Dr. Denise Berger	Absent

Roll Call	
Bruce Greenspon	Aye
Tracy Bondi	Aye

V. Action Items

A. Recommend board approval of 22/23 revised budgets for ECHS-L, ECMS-G, ECMS-I, ECHS-G

Bruce Greenspon made a motion to recommend board approval of 22/23 revised budgets for ECHS-L, ECMS-G, ECMS-I, ECHS-G.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

B. Recommend board approval of 22/23 Finance Committee Goals

At this meeting, the following change was proposed to 22/23 Finance Committee Goals:

- **Remove:** Collaborate with Menlo Charter Properties to refinance loans at ECMS-Gardena and ECMS-Inglewood

Farnaz Golshani-Flechner made a motion to recommend board approval of 22/23 Finance Committee Goals as modified with removal of the above-referenced goal.
Bruce Greenspon seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

VI. Closing Items

A. Appreciations

Appreciations were shared by the Committee and staff for the hard behind-the-scenes work on budgeting and reporting undertaken by the ECS Finance and Accounting team.

B.

Adjourn Meeting

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:18 AM.

Respectfully Submitted,
Tracy Bondi