

APPROVED



# Environmental Charter Schools

## Minutes

### Finance Committee Meeting

By Teleconference/Zoom

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#### **Date and Time**

Friday January 20, 2023 at 8:30 AM

#### **Location**

Zoom: [https://us02web.zoom.us/j/86746735522?](https://us02web.zoom.us/j/86746735522?pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTK5Zz09)  
[pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTK5Zz09](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)

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#### **Finance Committee Members**

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

#### **Finance Committee Charter**

- Provides financial oversight for the organization
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- 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 2022-2023**

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

### **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.

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#### **Committee Members Present**

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

#### **Committee Members Absent**

*None*

#### **Committee Members who arrived after the meeting opened**

Dr. Denise Berger

#### **Guests Present**

Dorothy Lee (remote), Jair Ventura (remote), Jeremiah David (remote), Sarahai Garibay (remote)

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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 Jan 20, 2023 at 8:34 AM.

### **C. Approve agenda**

Bruce Greenspon made a motion to approve the agenda.

Alison Diaz seconded the motion.

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

**Roll Call**

Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye
Dr. Denise Berger	Absent
Bruce Greenspon	Aye
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. 22/23 EdTec Financial Update**

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

- ECHS-Lawndale- operating income increased by \$6k from previous forecast
- ECMS-Gardena- operating income decreased by \$52k from previous forecast
- ECMS-Inglewood- operating income decreased by \$39k from previous forecast
- ECHS-Gardena- operating income decreased by \$41k from previous forecast

Dr. Denise Berger arrived.

**B. Discussion: fiscal cliff cutbacks**

A brief discussion ensued around the early introduction of spending cutback imperatives to ECS staff, particularly on discretionary expenses, before the fiscal cliff of federal and state relief monies taper away.

**IV. Consent Items A-C**

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

Alison Diaz made a motion to recommend board approval of private donations over \$1,000.

Tracy Bondi seconded the motion.

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

**Roll Call**

Alison Diaz	Aye
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**Roll Call**

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

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

Alison Diaz made a motion to recommend board approval of check registers and credit card statements.

Tracy Bondi seconded the motion.

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

**Roll Call**

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

**C. Recommend board approval of contracts**

Alison Diaz made a motion to recommend board approval of contracts.

Tracy Bondi seconded the motion.

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

**Roll Call**

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

**V. Action Items**

**A. Recommend board approval of revised Lawndale Properties LLC Lease Agreement**

Farnaz Golshani-Flechner made a motion to recommend board approval of revised Lawndale Properties LLC Lease Agreement.

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  
Tracy Bondi Aye

**B.**

### **Recommend board approval of revised Yukon LLC Sublease Agreement Amendment**

Farnaz Golshani-Flechner made a motion to recommend board approval of revised Yukon LLC Sublease Agreement Amendment.

Tracy Bondi seconded the motion.

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

#### **Roll Call**

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

## **VI. Closing Items**

### **A. Appreciations**

Appreciations were shared among the ECS staff for their successes in navigating the challenging fiscal landscape and for the outcome of the annual audit with no findings or management notes.

### **B. Adjourn Meeting**

Farnaz Golshani-Flechner made a motion to adjourn meeting.

Tracy Bondi seconded the motion.

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

#### **Roll Call**

Bruce Greenspon	Aye
Tracy Bondi	Aye
Dr. Denise Berger	Aye
Alison Diaz	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 9:26 AM.

Respectfully Submitted,  
Tracy Bondi