



Voices for International Business and Education

VIBE Finance Committee Meeting

Date and Time

Monday September 26, 2022 at 5:30 PM CDT

Location

Community Room
727 Carondelet Street
New Orleans, LA 70130

Voices for International Business and Education http://public.boardontrack.com/VIBE_1

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening Items			
A. Record Attendance and Guests		Karen Dwyer	1 m
B. Call the Meeting to Order		Karen Dwyer	1 m
MISSION: To educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages, and intercultural appreciation to succeed in the global economy.			

	Purpose	Presenter	Time
C. Approve Minutes - June 2022	Approve Minutes	Karen Dwyer	2 m
D. Discuss Committee Goals for 22-23 School Year	Discuss	Karen Dwyer	10 m
<p>Last Years Goals were</p> <p>1 Ongoing Monitoring of the Schools Finance Activities</p> <p>2 Increase Committee Efficiency</p> <p>3 Prepare and Monitor a checklist of the Board's and Finance Committee's financial responsibilities and due dates</p> <p>4 Educate Board Members on School Finances and Reporting</p> <p>Proposed Goals for new Year</p> <p>1 Review our current Strategic Plan as it relates to Finances - make recommendations to Strategic Plan Committee inclusive with our expansion grant goals and overall sustainability.</p> <p>2. Review Financial Statements on a Bi-monthly basis to ensure they are aligned with our goals</p> <p>3. Review Financial Policy Manual to ensure the policies and procedures currently in place are in agreement with our Financial Policy Manual</p> <p>4. Discuss any additional Goals to consider</p>			
E. Review and Confirm meeting dates and time for the Finance Committee	Discuss	Karen Dwyer	3 m
<p>Finance Committee meeting</p> <p>Sept 26 5:30pm</p> <p>Nov. 14 5:30pm</p> <p>Jan. 23 5:30 pm</p> <p>Mar. 13 5:30 pm</p> <p>May 15 5:30 pm</p> <p>June 12 5:30 pm</p>			
F. Vote to accept the committee goals & meeting dates for the School year 22-23	Vote	Karen Dwyer	2 m

II. Finance 5:49 PM

Finance

A. Review the June Unaudited Reports	Discuss	Jethro Celestin	20 m
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	Purpose	Presenter	Time
B. Recommend the acceptance of the June Unaudited reports to be followed up with a review of the Audited Reports when the Audit is Completed	Vote	Karen Dwyer	1 m
C. Review Cumulative August 2022 Financial Statements and Reports Review and Discuss Cumulative August Financial Statements and Reports Reports for July and August will be distributed , we will focus on August since the P&L is presented fiscal year to date.	Discuss	Jethro Celestin	5 m
D. Recommend acceptance of the July/August Financial Statements to the VIBE Board	Vote	Karen Dwyer	3 m
E. Review items for oversight 1. Update on Audit Process - Confirm Customary Extension has been filed with a Dec. 31, Due date. 2. Confirm Extension Form 8868 was filed for our Form 990, Note: Last year IRS confirmation was received 11/1/2021 3. Update on Workman's Comp Audit for 2022-23 Note: last year audit was completed Oct. 14, 2021 4. Confirm that the Louisiana Compliance Questionnaire was completed and sent to the Auditors		Jethro Celestin	4 m
F. Review Grants Pipeline			5 m
III. Other Business			6:27 PM
A. Next Meeting Agenda Items Next meeting November 14, 2022 5:30pm	FYI	Karen Dwyer	2 m
IV. Closing Items			6:29 PM
A. Adjourn Meeting	Vote	Karen Dwyer	1 m