



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

I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

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.

C. Approve Minutes - June 2022

D. Discuss Committee Goals for 22-23 School Year

Last Years Goals were

- 1 Ongoing Monitoring of the Schools Finance Activities
- 2 Increase Committee Efficiency
- 3 Prepare and Monitor a checklist of the Board's and Finance Committee's financial responsibilities and due dates
- 4 Educate Board Members on School Finances and Reporting

Proposed Goals for new Year

- 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.
2. Review Financial Statements on a Bi-monthly basis to ensure they are aligned with our goals
3. Review Financial Policy Manual to ensure the policies and procedures currently in place are in agreement with our Financial Policy Manual
4. Discuss any additional Goals to consider

E. Review and Confirm meeting dates and time for the Finance Committee

Finance Committee meeting

- | | |
|---------|---------|
| Sept 26 | 5:30pm |
| Nov. 14 | 5:30pm |
| Jan. 23 | 5:30 pm |
| Mar. 13 | 5:30 pm |
| May 15 | 5:30 pm |
| June 12 | 5:30 pm |

F. Vote to accept the committee goals & meeting dates for the School year 22-23

II. Finance

Finance

- A. Review the June Unaudited Reports**
- 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**
- 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.

D. Recommend acceptance of the July/August Financial Statements to the VIBE Board

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

F. Review Grants Pipeline

III. Other Business

A. Next Meeting Agenda Items

Next meeting November 14, 2022 5:30pm

IV. Closing Items

A. Adjourn Meeting