



Voices for International Business and Education

Minutes

Finance/Development Committee Meeting

Date and Time

Wednesday February 12, 2025 at 6:00 PM

Location

2733 Esplanade Avenue
New Orleans, LA 70119

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

Committee Members Present

C. Walker, D. Francois (remote), G. Espinoza, K. Dwyer, K. Wolfe, L. Arellano-Rivera, P. Manson

Committee Members Absent

None

Guests Present

A. Berger, E. Thomas, F. McKenna

I. Opening Items

A. Call the Meeting to Order

K. Dwyer called a meeting of the Finance Committee of Voices for International Business and Education to order on Wednesday Feb 12, 2025 at 6:01 PM.

B.

Record Attendance and Guests

C. Walker made a motion to to recommend the November and December finances to the Full Board.

P. Manson seconded the motion.

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

C. Approve Minutes - December 18, 2024 Finance Comm Meeting

L. Arellano-Rivera made a motion to to accept the minutes of Dec 18 Finance Committee meeting.

C. Walker seconded the motion.

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

Roll Call

K. Dwyer	Aye
K. Wolfe	Aye
G. Espinoza	Aye
C. Walker	Aye
L. Arellano-Rivera	Aye
D. Francois	Absent
P. Manson	Aye

II. IV. Financial update

A. Review Financial Reports

Review and November and December financials. See report.

Feb1 count 369 students

Grants- ESSER reimbursement received.

Expenses

Salaries below YTD budget

Benefit-cost lower

Big expenses are in Facilities- air condition

Insurance expenses over YTD- due to large upfront payment

Other expenses include MFP fees and annual dues for GNO and LAPCS

Cash flow projections will be prepared based on the revised budget and will include transition and closing costs.

B. Updates on Finance committee related matters

Budget Revision with Berger, Finance, and Emily's most expensive come from the Academic team. Met with each person in academics to give them their budget.

Legal fees

Financial Audit

350 thousand deficit. However, we are removing unnecessary expenses.

HR-Emily and Fanny are working on that.

Berger is suggesting needing two staff members, Emily and Aviva to complete to do the closeout with her.

LEAP is late- this year so we need a data person to finalize that information.

We are a nonprofit organization 503 c3- any purchase with private money is ours to donate

III. Development

A. Development Updates

Uyen is presenting

Send Tax letters to all our donors

GiveNola- May 6

Submitted a permit for Jazz Fest weekends

Working on community fair-

request the tent

apply for permit

IHSNO branded material to give

meeting dates on the calendar for future planning.

Linda and Grace Community Fair April 6

Connect community with Resources

Finanalizng the flyer

Looking for Vendors

Both our Art Teachers- please invite them

Professional Q/A - to share with our students

need a list of Board members

need a volunteer to make phone call

need people to set up

Looking for a vendor for crawfish for \$765- Linda will cover the cost of that

need more food donations

student performances

IB student to showcase the IB Art

Entrainment

Face paint/Hanna paint

Linda 504-616-9204905

Our facilities like some logistics-

Vendor Give a % of your earnings.

Alumni updates

Valentine's party on Saturday \$20 at the door.

Raffle baskets

Prom drive/ business attire.

Uyen will send the flyer to our staff and teachers.

March 26, 2025

Kellie wants to be on the committee-

Monday 2/24 meeting, virtual meeting. 6 pm community meeting

IV. Closing Items

A. Adjourn Meeting

C. Walker made a motion to adjourn the meeting.

K. Wolfe seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

F. McKenna