

APPROVED



# Excelsior Village Academies

## Minutes

### Excelsior Village Academies' Finance Committee Meeting

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#### **Date and Time**

Saturday September 21, 2024 at 10:00 AM

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**All Excelsior Village Academies' board meetings are open to the public. View the board meeting schedule, agendas, and minutes here.**

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#### **Committee Members Present**

A. Holmes, N. Brinson, R. Hutchins, W. Smith

#### **Committee Members Absent**

*None*

#### **Guests Present**

M. Flowers

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

W. Smith called a meeting of the Finance Committee of Excelsior Village Academies to order on Saturday Sep 21, 2024 at 10:05 AM.

#### **C.**

### **Approve Minutes**

N. Brinson made a motion to approve the minutes from Excelsior Village Academies' Finance Committee Meeting on 08-17-24.

R. Hutchins seconded the motion.

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

### **D. Approve Minutes**

N. Brinson made a motion to approve the minutes from Excelsior Village Academies' Finance Committee Meeting on 07-20-24.

R. Hutchins seconded the motion.

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

### **E. Approve Minutes**

N. Brinson made a motion to approve the minutes from Excelsior Village Academies' Finance Committee Meeting on 06-08-24.

R. Hutchins seconded the motion.

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

### **F. Approve Minutes**

N. Brinson made a motion to approve the minutes from Excelsior Village Academies' Finance Committee Meeting on 04-20-24.

R. Hutchins seconded the motion.

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

### **G. Approve Minutes**

N. Brinson made a motion to approve the minutes from Excelsior Village Academies' Finance Committee Meeting on 02-17-24.

R. Hutchins seconded the motion.

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

## **II. Finance**

### **A. Budget**

- Discussion moved to full board meeting.

### **B. Fundraising**

- Grit N Wit: a team event company that can host the event
- Grit N Wit: \$5,500 for the event. They will come set up and run the obstacle course
- 2 Considerations:
  - Fundraising to make \$5,500

- Contracting with Grit N Wit
- Move to vote in the general meeting to address the two considerations & begin selling swag online and person

**Fundraising Idea:**

- Selling Swag online and in person

A. Holmes made a motion to to vote in the general meeting to address the two considerations & begin selling swag online and person.

N. Brinson seconded the motion.

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

Letter Campaign

- We are sending letters to local foundations
  - Kandi Burruss
  - Shaquille O'Neal
  - Ludacris Bridges
- Each foundation receives a letter and some attention-grabbing swag
- Each board member will sign, and we will send them off when the swag arrives.
  - Swag will arrive within the next week

N. Brinson made a motion to to approve the letter-writing campaign.

A. Holmes seconded the motion.

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

**III. Other Business**

**A. Financial Safeguards & Security**

- Enrolling in Positive Pay
  - Safeguard through the bank that allows for the second set of eyes to ensure that only pre-approved checks and funds are being approved for funds dispersion
  - EVA must let the bank know what checks were written and sent. There is limited access to who can let the bank know
- Ordered holographic checks as a second safeguard

**IV. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:52 AM.

Respectfully Submitted,

R. Hutchins