APPROVED

Excelsior Village Academies

Minutes

Excelsior Village Academies' Finance Committee

Date and Time
Saturday July 19, 2025 at 10:00 AM

Location
The Excelsior Village Academies' Finance Committee will meet in person. Please see the location below:

5295 Highway 155 North, Atlanta, Georgia

You can also join virtually. Please see the meeting details below:

Join Zoom Meeting
https://us02web.zoom.us/j/8754612347?pwd=UXN0amZyMmE3YlVNamhHK3JWVGJKUT09

Meeting ID: 875 461 2347
Passcode: EVA24

One tap mobile
+13052241968,,8754612347#,,,,*218913# US
+13092053325,,8754612347#,,,,*218913# US

The Excelsior Village Academies' Board of Directors will meet in person. Please see the location below:

5295 Highway 155 North, Atlanta, Georgia

You can also join virtually. Please see the meeting details below:

Join Zoom Meeting
https://us02web.zoom.us/j/8754612347?pwd=UXN0amZyMmE3YlVNamhHK3JWVGJKUT09

Meeting ID: 875 461 2347
Passcode: EVA24

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Committee Members Present
R. Hutchins, T. Burrell, W. Smith

Committee Members Absent
A. Holmes

Ex Officio Members Present
M. Flowers

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 Jul 19, 2025 at 10:14 AM.

C. Approve Minutes

W. Smith made a motion to approve the minutes from Excelsior Village Academies' Finance Committee on 06-21-25.
R. Hutchins seconded the motion.
The committee **VOTED** to approve the motion.

D. Approve Minutes

W. Smith made a motion to approve the minutes from Excelsior Village Academies' Finance Committee on 05-10-25.
R. Hutchins seconded the motion.
The committee **VOTED** to approve the motion.

E.

Approve Minutes

W. Smith made a motion to approve the minutes from Excelsior Village Academies' Finance Committee Meeting on 04-19-25.
R. Hutchins seconded the motion.
The committee **VOTED** to approve the motion.

II. Finance

A. Budget items for Budgeting Adjustment

Proposal: Operations Associate/Manager

- Finance, Operations, and Facilities
- $70K-$75k, w/ benefits $97.5k
- Not a leadership team position, but will be included in planning with the team.

Proposal: Virtual Assistant

- Administrative paperwork, low incidence emails, and phone calls
- *Recommendation 1: $2k contracts for 9 months, ~$25k*

Facilities:

- Bids for new contracts came in for maintaining the facilities (cleaning, prepping the building, etc)
- ~$90k
- Increase ~$11k from SY25
- *Recommendation 1: Increase Janatorial Supplies by $6k, increasing to $13k for SY26*
- *Recommendation 2: Budget for $83k, increase of $13,640 for SY26*
- *Recommendation 3: Budget for $8,500, $2,800 increase for SY26*

B. SY26 Board Dues

Board dues at $500, motion to move into main meeting
W. Smith made a motion to move into Executive Session.
R. Hutchins seconded the motion.
The committee **VOTED** to approve the motion.

C. Executive Session Discussion

W. Smith made a motion to close executive session.
R. Hutchins seconded the motion.
The committee **VOTED** to approve the motion.

D.

Next Steps

Recommendation for Budget Adjustment:
$169,940

III. 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 11:22 AM.

Respectfully Submitted,
R. Hutchins