

APPROVED



## Excelsior Village Academies

### Minutes

#### Excelsior Village Academies' Finance Committee

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**Date and Time**

Thursday February 26, 2026 at 6:00 PM

**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**

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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:

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## Join Zoom Meeting

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## Committee Members Present

A. Holmes, K. Rutherford, R. Hutchins, W. Smith

## Committee Members Absent

*None*

## Guests Present

M. Flowers, N. Brinson (remote)

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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 Thursday Feb 26, 2026 at 6:08 PM.

### C. Approve Minutes

A. Holmes made a motion to approve the minutes from Excelsior Village Academies' Finance Committee on 01-22-26.

R. Hutchins seconded the motion.

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

### D. Approve Minutes

R. Hutchins made a motion to approve the minutes from Excelsior Village Academies' Finance Committee on 10-23-25.

A. Holmes seconded the motion.

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

## II. Finance

### A. Monthly Financials Updates

#### 2025-2026 Forecast Update:

- Previous Forecast Ending Fund Balance: \$542,287
- Current Forecast Ending Fund Balance: \$604,473
- Contingency was decreased by \$50K, increasing Net Income
- Current Forecast: \$177,860
- Decrease in Net Income from Approved Budget, b/c of reduced QBE and increase in contracted services

#### Days Cash on Hand:

- Jan: 25 Days
- Feb: 8 Days
- March: 19 Days

#### SCSC Dashboard:

- Approx. 70 on the SCSC

### B. Fundraising

### C. Policy Review

### D. Budget Next Steps

**1st Hearing Proposal Date:** April 23, 2026 @ 6pm or 6:30pm

**2nd Hearing Proposal Date:** May 28, 2026 @ 6pm or 6:30pm

### E. Review of Policies

A. Holmes made a motion to approve the listed policies: - Procurement Policy - Cash Management Policy - Emergency Situations Purchasing Policy - Debit Card; Credit Card; P-Card - Time and Effort Policy - Capital Procurement.

K. Rutherford seconded the motion.

Q: Are the listed policies new or adjusted from former policies?

A: Yes, most of these are new.

Q: Do we need to audit all the policies we currently have once we approve these policies?

A: We will during board retreat this year

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

## F. Marketing Plan

- Create subdomain shop.excelsiorvillages.org
  - This will take them to the teespring store, and the money will be deposited into the fundraising bank account
  - EVA markup is 20-30%
- **Idea:** Super Supporter Limited Edition
  - Between \$100-\$150
- Potential Launch 2nd Week of March
  - PTO Meeting is March 2

R. Hutchins made a motion to approve the shop.excelsiorvillages.org fundraising plan.

A. Holmes seconded the motion.

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

## G. Next Steps

## H. Bloomerang

- Have raised \$254 this fiscal year

## 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 7:00 PM.

Respectfully Submitted,

R. Hutchins