



Living School

Monthly Finance & Operations Committee Meeting

Date and Time

Monday August 20, 2018 at 5:00 PM CDT

Location

<https://zoom.us/j/738211128>

Agenda

I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes

Approve minutes for Monthly Finance & Operations Committee Meeting on July 16, 2018

D. Approve March Facilities Committee Notes

E. Approve January Facilities Committee Minutes

II. Facilities Committee

Facilities Committee

A. Review Committee OKRs

OBJECTIVE 1: Secure a temporary facility for years 1 - 3 (February 2019)

- KR 1.1: Draft short and long term schedules (7/31/18)

- KR 1.2: Identify strong potential sites (10/1/18)

OBJECTIVE 2: Build a financially viable organization (June 2019)

- KR 2.1: Write clear operating budgets to establish development needs (6/30/18)

- KR 2.2: Establish appropriate controls & procedures for financial management (7/1/18)

B. Introduce Danneka Tassin

C. Review Charter Budgets & Planning Year Cash Flow

D. Financial Policy Draft Approval

Reference [Fiscal Policies & Procedures Draft](#)

Ensure that handbook aligns with legal reporting requirements

E. July 2018 Reconciliation

Update on reconciling 4th Sector Profit & Loss statement for FY 2017-18

F. Line of Credit

G. Updates on Facilities Research & Planning

Potential partner in Concordia

Overview site visits with Paul from 8/16

III. Closing Items

A. Adjourn Meeting