



Living School

Finance & Facilities Committee Meeting

Date and Time

Monday October 29, 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 August 20, 2018

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)

- KR 1.3: Sign lease on temporary facility for years 1 - 3 (2/1/19) - To be discussed tonight

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) - To be discussed tonight

B. Introduce Matt Morrin

C. Financial Policy Draft Approval

Reference [Fiscal Policies & Procedures Draft](#)

Ensure that handbook aligns with legal reporting requirements

D. Finance Dashboard & 4th Sector Transition

E. Line of Credit Update

F. Updates on 6003 Bullard Ave LOI

Refer to [Facilities Planning Doc](#)

Update on LOI process

Plan tentative timeline for improvements, programming, & launch

III. Closing Items

A. Adjourn Meeting