



## Living School

### Living School Finance & Development Committee

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#### Date and Time

Tuesday April 21, 2020 at 6:00 PM CDT

#### Location

[meet.google.com/rca-guyr-pwz](https://meet.google.com/rca-guyr-pwz)

#### Phone Numbers

(US) +1 541-623-0670

PIN: 939 405 378#

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All are welcome at Living School Board Meetings. Translation is available with 24 hours notice. Public comment is welcome on any item on the agenda. Members of the public wishing to comment, may raise their hand and be recognized by the Board Chair to speak for up to 2 minutes per person, per agenda item. On any matter up for a vote, public comment must be heard prior to taking the Board's vote. For members of the public wishing to address the Board for longer than 2 minutes on any given agenda item, please give the Board Chair at least 24 hours notice to be added to the agenda.

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#### Agenda

##### I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

**C. Approve Finance & Development Committee Minutes**

Approve minutes for Living School Finance & Development Committee on February 18, 2020

**II. Finance & Facilities Committee**

Facilities Committee

**A. Review Committee Goals**

GOAL 1: Monitor Organizational Sustainability

- Task 1.1: Develop protocol for using monthly dashboard (8/31/19).
- Task 1.2: Conduct annual audit (6/30/20).
- Task 1.3: Monitor FY20 Budget and revise as needed (6/30/20).

GOAL 2: Plan for expansion

- Task 2.1: Build variations in our financial model for different future circumstances.
- Task 2.2: Build facilities plans and decision making timeline for future circumstances.

Goal 3: Recruit students for each class

- ~~Task 1.1: Recruit 80 students for Class of 2023 (10/1/19)~~
- Task 1.2: Recruit 80 students for Class of 2024 (6/30/20)

**B. Monthly Financial Dashboard Review**

**C. Plan FY20 Audit**

Discuss timeline and decide how we want to select and hire a firm.

**D. Renovations Update**

Demolition of mezzanine complete. Preparing for full renovation.

**E. FY21 Budget**

We are developing 3 versions of our FY21 budget:

- Full expenses (to model what type of enrollment we would need to support all of the things we'd want to be able to do)
- Target enrollment: 110 (to model what we'll do with a realistic target based on how we were enrolled this year)
- Minimum enrollment: roughly 80 students (to model how we'll operate at our very minimum enrollment)

We'll spend the next month gathering stakeholder input through a [Participatory Budgeting Process](#) from Staff, Students, & Families and bring back a final version to be approved at our May Retreat.

**F. GiveNOLA Day Preparations**

GiveNOLA Day is Tue 5/5.

Suggested goals:

Event Goal: \$10,000, from 50 donations (last year we earned \$1,295 from 12 donations)

Early Giving Goal: \$2,500 from 12 donations from Board Members (these are private goals, and we did not have any early gifts last year)

Peer-to-peer Goals: \$1,000 from 5 donations (these are private goals and we have not had any donations via peer-to-peer pages)

**III. Closing Items**

**A. Adjourn Meeting**