

APPROVED



## Living School

### Minutes

#### Finance & Facilities Committee Meeting

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**Date and Time**

Monday February 18, 2019 at 5:00 PM

**Location**

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

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**Committee Members Present**

A. Herrera (remote), D. Mitchell (remote), M. Hash (remote), M. Morrin (remote)

**Committee Members Absent**

D. Lister

**Guests Present**

J. Daschbach (remote), S. Pasternak (remote)

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

A. Herrera called a meeting of the Finance & Development Committee Committee of Living School to order on Monday Feb 18, 2019 at 5:05 PM.

**C. Approve Minutes**

M. Hash made a motion to approve minutes from the Finance & Facilities Committee Meeting on 12-17-18 Finance & Facilities Committee Meeting on 12-17-18.

D. Mitchell seconded the motion.

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

## II. Facilities Committee

### A. Review Committee OKRs

### B. 2.2: Monthly Financial Dashboard Review

Cash on hand is down to one months though we're anticipating receipt of 3 medium grants in the coming month and two large grants at the end of the spring.

Spending will be ramping up as we build out our team and bring critical team members on throughout the spring.

### C. 2.3: FY 19-20 Budget Work

In order to give us more time for stakeholder input, we'll ask the Board to approve the budget we submitted with our charter application as a provisional budget and then will amend the budget based on enrollment numbers and stakeholder input in June 2019.

### D. 1.4: Updates on 6003 Bullard Ave Lease & Renovations

Will start working with Concordia to finalize designs for renovations.

We need to begin vetting general contractors who might be willing and able to manage the work.

Per permitting & inspection timelines, we'll want to have all work done by June to give us time to get permits & certificate of occupancy.

## III. Closing Items

### A. Adjourn Meeting

M. Hash made a motion to adjourn the meeting.

A. Herrera seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,

A. Herrera