APPROVED

Atlanta SMART Academy

Minutes

Finance, Facility, Development, and Strategic Partnership Committee Committee Meeting

Date and Time
Monday October 13, 2025 at 5:30 PM

Location
https://us06web.zoom.us/j/89906580815?pwd=PFg5RbYHVmQKTwltDaCEoRwKaf4f1b.1

Meeting ID: 899 0658 0815
Passcode: 756321

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Committee Members Present
A. Kennedy (remote), I. Lee (remote), P. Meadows (remote)

Committee Members Absent
A. Bruce, L. Holt

Guests Present
V. Williams (remote), W. Newman-Johnson (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

I. Lee called a meeting of the Finance, Facility, Development, and Strategic Partnership Committee Committee of Atlanta SMART Academy to order on Monday Oct 13, 2025 at 5:38 PM.

C. Approve Minutes

A. Kennedy made a motion to approve the minutes from Finance, Facility, Development, and Strategic Partnership Committee Committee Meeting on 09-08-25.
I. Lee seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Budget Hearing #1

A. Discuss Budget Amendments

The committee discussed the amendments to the budget due to the decrease in enrollment. Discussions centered on potential solutions and strategies to reduce expenses, increase student enrollment, and bring in additional funding/donations for the school.

III. Public Comment

A. No comments were noted.

- The committee asked for public comment and none were noted.

IV. Finance, Facility, Development, and Strategic Partnership Committee

A. Review September Preliminary Financials

- The committee reviewed the September financials with Prestige, noting areas over budget such as technology and contracted services, and discussed the need to reduce undocumented transactions.

B. Fundraising/Grant Review

- Committee Co-Chair Antoinette proposed exploring additional grant opportunities and suggested scheduling a session to review and apply for available grants, with team members committing to review specific grants. The board retreat planning was also briefly discussed, with Board Chair Veronica highlighting the need to establish a donor communication plan and CRM setup.
- The committee discussed fundraising strategies, including exploring match giving, researching donor giving cycles in Atlanta, and encouraging monthly donations through an app called Roundup. They planned to create a content and activity tracker to focus on specific monthly goals, with Board vice chair Wanda suggesting committee members take ownership of different activities and deliverables. The group also discussed a potential donor appreciation event at the Southwest Arts Center and the need to craft a message for past donors and sponsors. They agreed to revisit and refine their plan, potentially in a virtual meeting, to ensure alignment and focus on achieving their fundraising and engagement goals.

V. Other Business

A. Committee Updates

- No other updates were noted.

B. Updates from School Leader

No updates were noted.

VI. 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 6:53 PM.

Respectfully Submitted,
I. Lee