APPROVED

Atlanta SMART Academy

Minutes

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

Date and Time
Monday December 8, 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, I. Lee, P. Meadows

Committee Members Absent
A. Bruce, L. Holt

Guests Present
V. Williams, W. Brasher

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 Dec 8, 2025 at 5:36 PM.

C. Approve Minutes

I. Lee made a motion to approve the minutes from Finance, Facility, Development, and Strategic Partnership Committee Committee Meeting on 11-10-25.
A. Kennedy seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

A. Review November Preliminary Financials

The committee reviewed the November financials with Prestige and noted the following:

- The income statement showed revenue slightly above target, with federal revenue lagging. Expenses were generally on or under budget, except for contracted services and technology, which were over budget due to disputes with vendors.

- Committee chair Ivan inquired about web-based subscriptions, and Prestige explained that most of the overage was due to covered expenses like iReady, Curriculum Associates, and GoGuardian, which would be reimbursed through Title I grants.

B. Fundraising/Grant Review

- The committee discussed setting up a restricted fund for scholarship contributions, with Board chair Veronica explaining that a donor wants to make a large contribution by month-end and have the funds grow over time while remaining reserved for scholarships.
- The committee also reviewed fundraising efforts, including Giving Tuesday results and the need to capitalize on end-of-year generosity. Ivan encouraged committee members to reach out to potential donors and reminded them of their yearly contribution requirement. Veronica mentioned an open application for the Building Hope grant, which board member Sandra would lead with further collaboration. The conversation ended with a brief discussion about the February donor reception.
- The committee also discussed plans for a donor appreciation event at the upcoming showcase, deciding to offer complimentary VIP seating and small gifts rather than a paid reception due to budget constraints. They agreed to invite approximately 50 past donors, including those from the previous year's gala, and to explore fundraising opportunities during the showcase through methods like QR codes and student testimonials.

III. Other Business

A. Committee Updates

No updates noted.

B. Updates from School Leader

No updates noted.

IV. 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 6:51 PM.

Respectfully Submitted,
I. Lee