

F.W. Parker Charter Essential School

Minutes

Finance Committee Meeting

Date and Time

Wednesday November 13, 2019 at 5:30 PM

Location

49 Antietam Street

Committee Members Present

B. Muldoon, G. Penna, J. Appleton, M. McKenna, T. Sumner

Committee Members Absent

T. Testa

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

G. Penna called a meeting of the Finance Committee of F.W. Parker Charter Essential School to order on Wednesday Nov 13, 2019 at 5:35 PM.

C. Approve Minutes

T. Sumner made a motion to approve minutes from the Finance Committee Meeting on 09-11-19 Finance Committee Meeting on 09-11-19.

J. Appleton seconded the motion.

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

II. Finance

A. FY20 Q1 Results

Michelle presented Q1 as attached. Noted that we are looking favorable but since it is so early in the year, projections included in Q1 dashboard are still very conservative for year end.

B. Funding for upcoming HVAC renovations

Michelle and Todd described the study results for the HVAC renovation project. Detail about phases 1,2, and 3 were explained.

J. Appleton made a motion to Motion to recommend to the board to move forward with Phase 1 as presented in the study.

B. Muldoon seconded the motion.

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

C. Mid Year

Michelle request any areas of focus for the Audit Mid Year Review since the Finance Committee acts as the school's Audit Committee as well. Nothing of note was suggested.

III. Closing Items

A. Adjourn Meeting

T. Sumner made a motion to adjourn the meeting.

B. Muldoon 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 6:30 PM.

Respectfully Submitted,
M. McKenna