

# F.W. Parker Charter Essential School

## Minutes

### Finance Committee Meeting

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#### Date and Time

Wednesday December 11, 2019 at 5:45 PM

#### Location

49 Antietam Street Devens, MA 01434

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#### Committee Members Present

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

#### Committee Members Absent

*None*

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### 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 Dec 11, 2019 at 5:50 PM.

#### C. Approve Minutes

T. Sumner made a motion to approve minutes from the Finance Committee Meeting on 11-13-19 Finance Committee Meeting on 11-13-19.

J. Appleton seconded the motion.

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

### II. Finance

#### A. Funding for upcoming HVAC renovations

Michelle and Todd presented the funding information for phase one of the HVAC project as attached to packet. Committee agreed with funding plan.

T. Sumner made a motion to to endorse funding plan for phase one of HVAC project as attached.

G. Penna seconded the motion.

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

#### **B. FY21 Revenue Budget Preview**

Michelle and Todd presented budget info for tuition, explain we will use the same methodology as we have in the past to plan for FY21 per pupil tuition revenue as presented in the example attached to agenda.

### **III. Closing Items**

#### **A. Adjourn Meeting**

J. Appleton 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 6:20 PM.

Respectfully Submitted,

M. McKenna