DRAFT

Ethos Classical Charter School

Minutes

Finance Committee Monthly Meeting

Date and Time
Tuesday January 14, 2020 at 9:00 AM

Location
Ethos Classical (2295 Springdale Circle SW, Atlanta, GA 30315)

Committee Members Present
B. Hines, E. Raines (remote), K. Graney (remote)

Committee Members Absent
None

Ex Officio Members Present
E. Castillo Leon

Guests Present
D. Cembrola, M. Moore (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

B. Hines called a meeting of the Finance Committee of Ethos Classical Charter School to order on Tuesday Jan 14, 2020 at 9:06 AM.

C. Approve Minutes

E. Raines made a motion to approve the minutes from Finance Committee Monthly Meeting on 12-10-19.
K. Graney seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Finance

A. Review monthly financials

Dan Cembrola led the review of the December monthly financials.

B. Monthly Credit Card Review

- B. Hines confirmed he is receiving CC detail monthly, as well as Emily Castillo Leon and Melissa Moore. Other Finance Committee members indicated they do not need to receive individually.
- E. Castillo Leon reported there was a credit card incident in December with fraudulent charges; worked with CC provider and charges are being reversed, control methods were reviewed and confirmed.

III. Other Business.

A. FY21 Staff Compensation Assumption

- E. Castillo Leon raised discussion of early budget assumptions as we are hiring now for SY21, and while FY21 budget is not yet approved, needs to have target numbers for hiring and making offers this spring.

B. FY21 Budget Planning

- B. Hines requested outline of Budget setting timeline from staff.
  - D. Cembrola reported that Ed Tec is currently creating plans for budget season; can begin creating scenarios as early as possible.
  - M. Moore reported that vote from full board must be by last board meeting of year (June), but preferred to do in May. Two public hearings required, last year did in April and May; would like to do those March and April if feasible.
  - Committee discussed options for timeline for budget development through approval.
  - E. Castillo Leon and D. Cembrola can create an early draft of budget for February meeting.

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 9:41 AM.

Respectfully Submitted,
E. Raines