

APPROVED



**PULLMAN PUBLIC  
COMMUNITY FREE  
MONTESSORI K-9**

## Pullman Community Montessori Minutes

### Finance Committee (FC)

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#### **Date and Time**

Thursday July 14, 2022 at 5:00 PM

#### **Location**

Keeping safety as our top priority, until further notice, all committee meeting will be conducted virtually over Zoom.

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#### **Committee Members Present**

A. Guyton (remote), M. Paolini

#### **Committee Members Absent**

C. Minogue, J. Cassleman, L. Sullivan

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

A. Guyton called a meeting of the Finance Committee Committee of Pullman Community Montessori to order on Thursday Jul 14, 2022 at 5:13 PM.

#### **C. Pleasantry**

#### **D. Approve Minutes**

A. Guyton made a motion to approve the minutes from Finance Committee (FC) on 06-21-22.

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

## II. Finance Committee (FC)

### A. Review & Approve June Financials

A. Guyton made a motion to Approve June Financials.

~\$21k of documentation missing, Aubree sending an email to Laylah to ask for an update

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

### B. Review 5-7 year plan updates

Gladish rent deferral was approved by Gladish.

New lease will go to the board, it is still being drafted by Gladish.

Year 4: short \$135k ending cash on hand, will need to discuss how we will strategize with the commission.

Next month: finalize and approve 1 year and 4 year plan to bring to the Board's August meeting

### C. Auditor selection update

Estimate came in at \$18k from Eyd Bailey Firm. This is our whole budget so we need to figure out if we have to also pay for the SAO audit. Matt is looking into if we pay or legislative pays.

Expect an Engagement Proposal by next month's meeting to vote on and then bring to the Board if approved

### D. Financial Policies Manual Updates

Move to August Meeting when Laylah is present

## III. Other Business

### A. Mock Audit for July

Need to move to August for when Laylah is present

## 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 6:03 PM.

Respectfully Submitted,

A. Guyton

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**Grounding Docs:** [FC Description & Responsibilities](#) , [Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [Bylaws](#) (read committees section), [PCM Logic Model](#), [Org Charts](#)

**School Wide Evaluation Tools (model fidelity):** [EEMPS Rubric](#), [School-Wide Reflective Practice Inventory](#)

**Resources:** [Planning Yr Financials Considerations](#), [Example Dashboard Review](#), [Contract](#),  
Commission Financial Performance Framework