

APPROVED



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

## Pullman Community Montessori

# Minutes

### Finance Committee (FC)

---

#### Date and Time

Tuesday January 17, 2023 at 5:00 PM

#### Location

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

---

#### Committee Members Present

A. Guyton (remote), E. Jochim (remote), L. Sullivan (remote), M. Paolini (remote)

#### Committee Members Absent

J. Cassleman

---

### 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 Tuesday Jan 17, 2023 at 5:11 PM.

#### C. Pleasantry

#### D. Approve Minutes

### II. Finance Committee (FC)

#### A.

### **Review & Approve November Financials**

A. Guyton made a motion to I vote to approved Nov financials as presented.

E. Jochim seconded the motion.

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

### **B. Approve December Financials**

A. Guyton made a motion to I move to approve the December Financials with the following changes: Income Statement Revenue -\$1k and -\$4k expenditure that was incorrect, \$17k line item for incorrect expense under rent, and change of AP certification board members signed.

E. Jochim seconded the motion.

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

## **III. Goals**

### **A. Audit Update**

Audit is going well from Matt and Laylah's perspective.

### **B. Private Funding Update**

Moving onto the dashboard!

### **C. Scenario Planning**

### **D. Recruit new committee members**

## **IV. Other Business**

### **A. Discuss PCM Financial Policy**

No further discussion needed, addressed individual questions with Committee members and board chair previously.

## **V. 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 6:21 PM.

Respectfully Submitted,

A. Guyton

---

**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