

APPROVED



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

Pullman Community Montessori

Minutes

Finance Committee (FC)

Date and Time

Tuesday March 21, 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

L. Sullivan called a meeting of the Finance Committee Committee of Pullman Community Montessori to order on Tuesday Mar 21, 2023 at 5:09 PM.

C. Approve Minutes

A. Guyton made a motion to approve the minutes from Finance Committee Monthly Meeting on 02-23-23.

E. Jochim seconded the motion.

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

II. Finance Committee (FC)

A. Approve February Financials

Discussed financial and discussed cash situation.

- Action item - Laylah reach out to local funder (hope to hear back within week)
- Action item - Laylah set up meetings with James, Rekha, and Haid
- Action item - Laylah keep FC closely updated on progress

III. Goals

A. Scenario and Board Financial Literacy Support

Delayed to next meeting.

B. Recruit new committee members

Delayed to next 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 6:05 PM.

Respectfully Submitted,
A. Guyton

Documents used during the meeting

- 2. PCM Income Statement Feb 2023.pdf
- 3. PCM Balance Sheet Feb 2023.pdf
- 4a. PCM Detailed BvA Feb 2023.pdf
- 5. PCM Statement of Cash Flows Feb 2023.pdf
- 4. PCM BvA Feb 2023.pdf
- 6a. PCM Auditing Officer Approval Feb 2023.pdf
- 6d. PCM Non-AP Register Feb 2023.pdf
- 1. PCM Finance Dashboard Feb 2023.pdf
- 6b. PCM Payroll Report Feb 2023.pdf
- 6c. PCM AP Register Feb 2023.pdf

- 6. PCM Payroll and AP Certification Feb 2023.pdf

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