

APPROVED



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

## Pullman Community Montessori

# Minutes

### Finance Committee (FC) Meeting

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#### Date and Time

Tuesday March 19, 2024 at 5:00 PM

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#### Committee Members Present

A. Guyton (remote)

#### Committee Members Absent

*None*

#### Guests Present

Alan McPhee (remote), L. Sullivan, M. Paolini (remote), R. McDonald (remote)

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### 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 19, 2024 at 5:17 PM.

#### C. Approve Minutes

#### D. Approve Minutes

### II. Finance Committee (FC)

#### A.

### **Review/Approve February Financials**

The team discussed the February Financials. We requested JGP to add an updated dashboard that is reflected against the newly voted revised budget in preparation for the board meeting on Thursday. We did not vote on these financials however as Aubree was the only voting member present.

### **B. Prepare for the commission meeting**

### **C. Discuss the revised 5-year budget scenarios**

## **III. 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 6:14 PM.

Respectfully Submitted,  
A. Guyton

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### **Documents used during the meeting**

- 5. PCM Statement of Cash Flows 24 02.pdf
- 3. PCM Balance Sheet 24 02.pdf
- 2. PCM Income Statement 24 02.pdf
- 6c. PCM AP Register 24 02.pdf
- 4a. PCM Detailed BvA 24 02.pdf
- 4. PCM BvA 24 02.pdf
- 6d. PCM Non-AP Register 24 02.pdf
- 6b. PCM Payroll Report 24 02.pdf
- 6a. PCM Auditing Officer Approval 24 02.pdf
- 1. PCM Finance Dashboard 24 02.pdf
- 6. PCM Payroll and AP Certification 24 02.pdf

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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