

APPROVED



## Bethany Community School

### Minutes

#### Finance Committee Meeting

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##### Date and Time

Tuesday September 17, 2024 at 5:10 PM

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##### Committee Members Present

Ana Bumgarner, Jeff Morris, Jenna Daniels, Megan Coleman

##### Committee Members Absent

*None*

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#### I. Opening Items

##### A. Record Attendance

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

Jenna Daniels called a meeting of the Finance Committee of Bethany Community School to order on Tuesday Sep 17, 2024 at 5:07 PM.

Megan Coleman made a motion to approve the minutes from Finance Committee Meeting on 08-21-24.

Jenna Daniels seconded the motion.

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

#### II. Financial Update

##### A. Review Monthly Financial Statements

Ana Bumgarner presented monthly financial statements. Moving forward, Ana will create a monthly AP Summary for the finance committee.

**B. Review Investment Statements**

Ana Bumgarner presented investment statements.

**III. Finance Committee Policies/Procedures**

**A. Review Internal Fiscal Policies**

Reviewed internal fiscal policies. Jeff Morris and Ana Bumgarner to review separately and present next meeting.

**B. Review Finance Committee Job Description**

Megan Coleman made a motion to Approve finance committee job description as presented.

Jenna Daniels seconded the motion.

Will present to board at September meeting.

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

**C. Review Board-Staff Agreement for Financial Accountability**

Reviewed board-staff agreement for financial accountability. Jeff Morris and Ana Bumgarner to review separately and present next meeting.

**D. Review Finance Committee Goals**

Reviewed finance committee goals.

**IV. Closing Items**

**A. Chairperson's Remarks**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

Megan Coleman

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**Documents used during the meeting**

- August First National Bank 9660894.pdf
- August First National Bank 95372222.pdf

- 79A August FY25 Financial Reports.pdf
- 79A August FY25 Financial Reports - Board.pdf
- Raymond James August Statement.pdf
- Internal\_Fiscal\_Policies.docx
- Finance Committee Job Description (draft).pdf
- Board-Staff Agreement for Financial Accountability.pdf

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Acceptable reasons for a public body to enter closed session under § 143-318.11 (a) include: (1) Confidential Student Matters (2) Scholarship (3) Attorney Consultation (5) Contract Negotiations (6) Personnel Qualifications & Performance (7) Criminal Investigations (8) Emergency Plans