

APPROVED



City on a Hill Charter Public School

Minutes

June 2022 Finance Committee Meeting

Date and Time

Wednesday June 22, 2022 at 3:00 PM

This meeting took place remotely pursuant to An Act Extending certain COVID-19 Measures Adopted During the State of Emergency signed into law by Governor Baker on June 16, 2021.

Committee Members Present

Andres Tejeda Soto (remote), Ted Gildea (remote)

Committee Members Absent

None

Guests Present

Cynthia Marie (remote), Jordan Lopez (remote), Sonya Pratt (remote), Suzanne Graham (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Ted Gildea called a meeting of the Finance Committee of City on a Hill Charter Public School to order on Wednesday Jun 22, 2022 at 3:09 PM.

C.

Approve May 2022 Meeting Minutes

Andres Tejeda Soto made a motion to approve the minutes from May 2022. May 2022 Finance Committee Meeting on 05-16-22.

Ted Gildea seconded the motion.

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

Roll Call

Andres Tejeda Soto Aye

Ted Gildea Aye

II. Finance Updates

A. Finance Updates

Ted Gildea, Committee Chair, directed the attention of the Committee to the Finance Update by City on a Hill's contract finance vendor, CentralSource. Cynthia Marie, CEO of CentralSource, walked the committee through the Statement of Activity, noting higher than projected revenue, which she reminded the Committee was due to ESSER Funds allocated to the School.

She also mentioned, that while this revenue is higher, it has been reinvested in the School, particularly through technology purchases to support City on a Hill's 1:1 tech programming, outsourcing accounting and facilities management, and increased transportation costs. Marie invited the Committee to ask any questions they may have so far.

The Committee inquired as to if there is any possibility that the School will be reimbursed for the increased transportation costs. Marie confirmed that City on a Hill will be applying for reimbursement. Additionally, Sonya Pratt, Executive Director, explained that generally transportation costs are not directly shouldered by the School but due to external factors unique to the 2021-2022 school year, including bus and bus driver shortages in Boston, the School made the decision to move forward and be reimbursed later.

The Committee agreed that the Statement of Activity seems relatively unchanged from the previous meeting, and asked Marie to confirm that the financial position continued to remain positive and whether there were any concerns about having a small surplus following the related finding on the previous school year's audit. Marie shared that the financial position remains strong, that the modest surplus is correctly coded and is in compliance with standards, and the only open concern is the upcoming financing of the Foundation's mortgage on the School.

The Committee asked when discussions with the lender would begin and when it was due, and Pratt and Marie shared that the Bank is anticipating a conversation in the fall with the payment being due in FY2023-24. Marie also reminded the Committee that following the end of ESSER Funds in FY2023-24, increased enrollment will be required to

sustain the School and that she and Pratt have begun the work of creating preliminary financial models for multiple years out with known factors. Pratt confirmed that enrollment continues to be a top priority for management, and is being discussed in concert with discussion about construction.

III. FY22 Audit and Auditor RFP Discussion

A. FY2021-2022 Audit Overview

Gildea then directed the attention of the Committee to the FY22 Audit. Marie shared that CoaH shared a Request for Proposal (RFP) for new auditors, as City on a Hill's previous auditors, AAFCPAs, is ineligible to audit the School as there was a period in which they were the Schools accountants in the current school year. She shared that Daniel Dennis CPAs were the only firm to submit despite follow-up with several firms.

The Committee inquired as to how Daniel Dennis' proposal lined up with AAF CPAs, and Marie confirmed that there would be a savings based on this shift. The Committee also asked to confirm whether the School will have a federal audit, and management confirmed that it would be.

B. Vote to Approve the Finance Auditor Proposal

Andres Tejeda Soto made a motion to recommend approval of Daniel Dennis CPA as City on a Hill's auditor.

Ted Gildea seconded the motion.

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

Roll Call

Andres Tejeda Soto Aye

Ted Gildea Aye

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 3:44 PM.

Respectfully Submitted,
Ted Gildea

Documents used during the meeting

- May Statement of Activity.pdf
- Daniel Dennis & Company Proposal (1).pdf