APPROVED

Pataula Charter Academy

Minutes

Finance Committee Meeting

Date and Time
Monday September 21, 2020 at 5:00 PM

Location
PCA conference room

Committee Members Present
C. Weathersby, D. Hendrickson, K. Holley, T. Bruner

Committee Members Absent
R. Collins

Guests Present
B. Eubanks

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

C. Weathersby called a meeting of the Finance Committee of Pataula Charter Academy to order on Monday Sep 21, 2020 at 5:15 PM.

C. Approve Minutes

T. Bruner made a motion to approve the minutes from August 24, 2020 August Finance Meeting on 08-24-20.
D. Hendrickson seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
L. Adkinson	Absent
R. Beamon	Absent
T. Bruner	Aye
D. Hendrickson	Aye
R. Collins	Absent
L. Miller	Absent
C. Weathersby	Aye
K. Holley	Aye

D. Approve Agenda

Cheryl informed the committee that she needed to change the SCCA site work item under Finance from an item to vote to an item for information.
D. Hendrickson made a motion to approve the amended agenda as presented.
K. Holley seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
L. Adkinson	Absent
L. Miller	Absent
K. Holley	Aye
C. Weathersby	Aye
D. Hendrickson	Aye
T. Bruner	Aye
R. Collins	Absent
R. Beamon	Absent

II. Finance

A. PCA - CPF Financial Assessment Report

Cheryl informed the committee that the commission added new measures to the CPF financial assessments and through these measures you either meet the standard, exceed the standard, or fail the standard. As of the first month of the fiscal year, PCA is on track to meet their measures for the fiscal year. The balance sheet is not 100% accurate becuase there are still some pending FY 20 entries that will be made at the close of the audit. Cheryl informed the committee that function code 2700 is over for the month due to the one time yearly payment for buses and that the function code for 3100 will have to be amended to allocate more money for repairs as they have had some unexpected repair calls on freezers. This assessment report also includes half the expense for the daycare

building purchase as a central office location in the budget. This CPF assessment does not include money from Pre-K or COVID grant money.

B. SCCA _ CPF Assessment Report

Cheryl informed the committee that the commission added new measures to the CPF financial assessments and through these measures you either meet the standard, exceed the standard, or fail the standard. As of the first month of the fiscal year, SCCA is on track to meet their measures for the fiscal year. The balance sheet is not 100% accurate as any journal entries for adjustments from the yearly financial audit have not been made yet. The budget includes half the purchase cost of the daycare building for use as a central office location. The budget also excludes income and expenses from the Walton Grant as the money from this grant was used for fiscal year 2020. Cheryl is still working on incorporating income and expenses from federal grants into the budget for SCCA.

C. SCCA Site Work

Cheryl informed the committee that the with all the rain the SCCA campus has received in the past few months, the driveway has washed out some and needs some repair work. Mike Floyd Paving submitted a quote for $4,500 to grade the driveway and cut out some extra parking for the extra staff hired this year. Mike Floyd Paving is going to donate $500 back to be included as a sponsor at the SCCA campus. Cheryl stated that grading the driveway is an expense that may possibly be a yearly recurring expense.

D. PCA Inc - HVAC repair - vendor selection

Cheryl informed the committee that during the summer months, it was discovered that the HVAC units were not working well at the city of edison building that we just purchased. Cheryl presented a quote from Albany Air Conditioning & Heating for $17,729 and RHC Heating & Cooling for $17,900 to purchase 3 new HVAC units and have them installed at the daycare building which will become the new central office location. Cheryl is recommending that we purchase the units from Albany Air.
T. Bruner made a motion to approve the presentation of the quote from Albany Air Conditioning & Heating for the purchase of 3 new HVAC units and installation at the daycare building.
D. Hendrickson seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

R. Beamon	Absent
K. Holley	Aye
L. Miller	Absent
L. Adkinson	Absent
C. Weathersby	Aye
T. Bruner	Aye
R. Collins	Absent
B. Eubanks	Abstain

Roll Call

D. Hendrickson Aye

III. Closing Items

A. Adjourn Meeting

D. Hendrickson made a motion to adjourn the meeting.
K. Holley seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

C. Weathersby	Aye
K. Holley	Aye
T. Bruner	Aye
R. Collins	Absent
L. Adkinson	Absent
L. Miller	Absent
D. Hendrickson	Aye
R. Beamon	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:42 PM.

Respectfully Submitted,
C. Weathersby