APPROVED

Pataula Charter Academy

Minutes

June Finance Meeting

Date and Time
Monday June 20, 2022 at 5:00 PM

Location
PCA Conference Room

Meeting will be in the Conference room of Pataula Charter Academy.

Committee Members Present
C. Weathersby, E. Austin, G. Flowers, H. Worsley, R. Collins

Committee Members Absent
K. Holley, R. Beamon

Guests Present
L. Adkinson

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 Jun 20, 2022 at 5:13 PM.

C.

Approve Minutes

H. Worsley made a motion to approve the minutes from May Finance Meeting on 05-23-22.
G. Flowers seconded the motion.
The committee **VOTED** unanimously to approve the motion.

D. Approve Agenda

R. Collins made a motion to Approve the Agenda.
H. Worsley seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Finance

A. PCA INC - Financial Policy

The Financial Policy needs to be updated due to changes in the law. The Policy will be amended under Bids and Procurements to: An exception will also be made when items are available on Statewide Contract. All goods and services valued at $100,000 or more must be posted on the Georgia Procurement Registry for a period of 1 week before items are approved by the Board.
R. Collins made a motion to Approve the updates to the Financial Policy.
G. Flowers seconded the motion.
The committee **VOTED** unanimously to approve the motion.

B. Pataula - Greenhouse Vendor Selection

$125,000 has been budgeted to install an Educational Greenhouse at Pataula. Only one bid was received from Atlas Greenhouse in the amount of $86,683 installed. Site preparation will be the schools responsibility, which should remain under the total budgeted amount. Cheryl is recommending the Committee approve the bid from Atlas Greenhouse.
G. Flowers made a motion to Approve the bid of $86,683 from Atlas Greenhouse for installation of an educational greenhouse at PCA.
H. Worsley seconded the motion.
The committee **VOTED** unanimously to approve the motion.

C. Pataula - Utility Vehicle Vendor Selection

This item will be tabled at this time.

D. Pataula - CPF Financial Reports

The committee reviewed Pataula CPF Financial reports through April 2022. PCA is on track with 83% of the budget spent and is projected to meet.

E.

Spring Creek -Electrical Provider Purchase

Grady EMC, A West Electrical, our Project Manager at Spring Creek and Will Bruner our Maintenance Director, all agree that we must install a new electrical transformer at Spring Creek to maintain voltage for the new modular building. Grady EMC has submitted an estimate of $8,165.14 as our share of the installation. Cheryl is recommending the Committee approve the estimate.
R. Collins made a motion to Approve the estimate of $8165.14 from Grady EMC for the new transformer installation at Spring Creek.
E. Austin seconded the motion.
The committee **VOTED** unanimously to approve the motion.

F. Spring Creek - Chromebook vendor selection

Purchasing 71 new chromebooks for Spring Creek was put on the procurement website. Y & S Technologies submitted the lowest price of $15,828, this price includes cases, they have the chromebooks in stock, and will prepare them for connection. Cheryl is recommending the Committee approve the bid from Y & S Technologies.
H. Worsley made a motion to Approve the bid of $15,828 from Y & S Technologies for the purchase of 71 chromebooks for Spring Creek.
R. Collins seconded the motion.
The committee **VOTED** unanimously to approve the motion.

G. Spring Creek - Classroom Furniture Vendor Selection

$27,000 was budgeted for furniture for the new high school classrooms at Spring Creek. Hertz Furniture was the only bid submitted in the amount of $30,895. This is for student desks, chairs and teacher desks for 7 new classrooms and includes a lifetime warranty. Cheryl is recommending the Committee approve the bid.
G. Flowers made a motion to Approve the bid from Hertz Furniture of $30,895 for new classroom furniture at Spring Creek.
E. Austin seconded the motion.
The committee **VOTED** unanimously to approve the motion.

H. Spring Creek - Year End Loan Payment

Cheryl is recommending a lump sum payment of $300,000 at this time to reduce Spring Creeks debt balance of $486,102.06. That would leave a debt balance of $186,102.06 to be paid off in six months in FY 23. Projected surplus, cash on hand and fund balances for FY 22 make this the best time for this reduction.
R. Collins made a motion to Approve a lump sum payment of $300,000 at this time to reduce Spring Creek's debt balance.
G. Flowers seconded the motion.
The committee **VOTED** unanimously to approve the motion.

I. Spring Creek - CPF Financial Reports

With 77% of the budget spent, Spring Creek is on target to meet on CPF Financials.

III. Closing Items

A. Adjourn Meeting

C. Weathersby made a motion to Adjourn the meeting.
R. Collins seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:54 PM.

Respectfully Submitted,
C. Weathersby