

APPROVED



## Athlos Jefferson Parish

### Minutes

#### Finance Committee Meeting

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**Date and Time**

Monday September 22, 2025 at 4:00 PM

**Location**

Virtual

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**Committee Members Present**

J. Holmes (remote), M. Caparotta (remote), N. Anthony (remote)

**Committee Members Absent**

None

**Guests Present**

C. Brooks (remote), N. Thomas (remote), T. Harrison (remote), T. Tate (remote)

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

M. Caparotta called a meeting of the Finance Committee Committee of Athlos Jefferson Parish to order on Monday Sep 22, 2025 at 4:03 PM.

**C. Approve Meeting Minutes**

N. Anthony made a motion to approve the minutes from Finance Committee Meeting on 08-25-25.

J. Holmes seconded the motion.

With amendment from Dr. Holmes last meeting  
The committee **VOTED** to approve the motion.

**Roll Call**

M. Caparotta Aye  
J. Holmes Aye  
N. Anthony Aye

## II. Finance Committee

### A. Review August 2025 Financials

N. Anthony made a motion to Approve the Financials.  
J. Holmes seconded the motion.  
The committee **VOTED** to approve the motion.

**Roll Call**

J. Holmes Aye  
N. Anthony Aye  
M. Caparotta Aye  
Chris reviewed the financials for August 2025.

### B. Grant Writer Pros & Cons

The committee reviewed the pros and cons of hiring a grant writer. They appreciate the opportunity to apply for even some smaller grants that can support programming. The challenge is having the funds available up front to hire a writer without any guarantee of receiving funds for potentially a year. The committee talked through options to have executive team members, 4th sector and the Board find and apply for grants. They also talked through creating some new fundraisers in the spring.

Add this as a topic to the January board meeting to either consider adding fundraising to an existing committee or create a new committee.

### C. FY25-26 Amended Budget

Chris shared the draft amended budget with the committee members and reviewed all changes.

J. Holmes made a motion to move the 25-26 amended budget to the full board for approval.  
N. Anthony seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

### D. Review Student Activity and Fundraising Policy Amendment

Chris shared the current policies and proposed edits. He also proposed merging the student activities and fundraising policies into one. The committee discussed waiting to send the updated policies to the full board for approval until we have them all updated and to move them forward as a full packet.

After reviewing, Chris felt we may want to also review the cash management policy.

Dr. Holmes recommended cross-checking the new draft against current state accounting practices bulletin.

### **III. New Business**

#### **A. Set 3 Committee Goals for the Year**

1. Review existing business operations/finance policies and update.
2. Create a fundraising pathway for the school.

### **IV. Closing Items**

#### **A. Next Meeting: Monday October 20th**

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:58 PM.

Respectfully Submitted,

M. Caparotta