

APPROVED



MOT Charter School

Minutes

CBOC Quarterly Meeting

Date and Time

Wednesday December 20, 2017 at 7:00 PM

Location

1156 Levels Road, Middletown, DE 19709

Committee Members Present

D. Watlington, J. Ulizio, L. Jennings, M. Ali Khan, M. Hewett, N. Southworth, S. Sullivan

Committee Members Absent

J. Taylor, L. Savino, M. Shearon, S. Stallone

Guests Present

Richard Riggs

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Watlington called a meeting of the CBOC Committee of MOT Charter School to order on Wednesday Dec 20, 2017 at 7:04 PM.

C. Approve Minutes

D. Watlington made a motion to approve minutes from the Finance Committee Meeting on 11-15-17 Finance Committee Meeting on 11-15-17.

S. Sullivan seconded the motion.

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

II. CBOC

A. Review PCard Transactions

Dave Watlington discussed the transactions and Meryl Hewitt and Ned Southworth were able to answer all the questions regarding transactions.

B. Review WSFS Accounts

Dave Watlington discussed the transactions and no issues were found.

C. Review monthly board financials

Meryl Hewitt discussed the financials based upon State and local fundings. She discussed the current budget figures.

III. Closing Items

A. Adjourn Meeting

D. Watlington made a motion to adjourn the meeting.

L. Jennings 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 7:39 PM.

Respectfully Submitted,
S. Sullivan