



MOT Charter School

Minutes

CBOC Quarterly Meeting

Date and Time

Wednesday June 20, 2018 at 7:00 PM

Location

1156 Levels Road, Middletown, DE 19709

Committee Members Present

J. Taylor, L. Jennings, M. Ali Khan, M. Hewett, N. Southworth, S. Stallone, S. Sullivan

Committee Members Absent

D. Watlington, J. Ulizio, L. Savino, M. Shearon

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Taylor called a meeting of the CBOC Committee of MOT Charter School to order on Wednesday Jun 20, 2018 at 7:00 PM.

C. Approve Minutes

L. Jennings made a motion to approve minutes from the Finance Committee Meeting on 05-16-18 Finance Committee Meeting on 05-16-18.

M. Ali Khan seconded the motion.

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

II. CBOC

A.

Review PCard Transactions

Linda Jennings questioned about having more transparency with the Amazon transactions. Meryl Hewett stated that she would look into this.

The transactions were reviewed and there were no issues or concerns noted.

The two members of the business office staff who have left MOT have had their systems access and P-cards terminated.

B. Review WSFS Accounts

Accounts reviewed and no issues/concerns noted.

C. Review monthly board financials

Information reviewed and no issues/concerns noted.

III. Closing Items

A. Adjourn Meeting

J. Taylor made a motion to adjourn the meeting.

S. Sullivan 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 7:30 PM.

Respectfully Submitted,
S. Sullivan