DRAFT

Novus SMART Academy (K-8)

Minutes

November 2026 Finance & Development Committee Work Session Agenda

Date and Time
Wednesday November 18, 2026 at 6:30 PM

Location
Zoom Link: https://us06web.zoom.us/j/83715076213?pwd=LblyzKA33kW0ilKTVuLT2T6qyEuoaE.1&jst=2

Committee Members Present
Dominique Tross (remote), Jeremy Sager (remote), Loni Vazquez-Hall (remote), Tachi Lynch (remote)

Committee Members Absent
Charles Frazier, Margertha Artis

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Loni Vazquez-Hall called a meeting of the Finance & Development Committee Committee of Novus SMART Academy (K-8) to order on Wednesday Nov 18, 2026 at 6:46 PM.

C. Approve Minutes

Loni Vazquez-Hall made a motion to approve the minutes from.
Tachi Lynch seconded the motion.
The committee **VOTED** to approve the motion.

D. Work Session Items

1. Budget Review and Salary Reimbursements

The Board reviewed the current budget and discussed the status of salary reimbursement requests. These requests have been submitted and are awaiting approval. Once a determination has been received, updates will be provided to the Finance Committee and Board of Directors.

2. Banking Access and Treasurer Transition

The Board discussed providing Loni Vazquez-Hall with appropriate access to the organization's banking accounts as she transitions into the Finance Committee Chair and Treasurer roles.

3. Launch 27 Fundraising Campaign

The Board discussed the urgency of advancing the Launch 27 fundraising campaign and emphasized the importance of active participation from every board member.
Particular attention was given to the upcoming holiday season as a significant opportunity to increase charitable contributions. The Board highlighted **Giving Tuesday, December 1, 2026**, as an important fundraising opportunity and encouraged members to leverage their personal and professional networks to support the campaign.
The discussion reinforced the importance of shared accountability, consistent engagement, and collective fundraising efforts to support the school's successful launch.

4. Facility Lease Agreement

The Board discussed the status of the proposed facility lease agreement. Additional clarification regarding certain provisions remains outstanding. Further review will be necessary once the requested information is received.

II. Other Business

A. Other Business

1. Annual Board Calendar Review

The Annual Board Calendar was reviewed due to recent changes in board and committee positions. Although the calendar was previously approved, the Board will be asked to review it again at the next meeting to make sure everyone is aware of any updates or changes in responsibilities.

2. Required Board Trainings

Board members were reminded to complete their required trainings and email their certificates of completion to Charles Frazier and Jeremy Sager by **Friday, November 27, 2026**.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
Loni Vazquez-Hall