



## Voices College-Bound Language Academies

### Minutes

#### August Finance Meeting

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##### **Date and Time**

Thursday September 21, 2017 at 3:00 PM

##### **Location**

14271 Story Rd; San Jose CA 95117

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##### Alternative Teleconference Locations:

252 Devonshire Blvd; San Carlos 74070

643 Magazine Street, Suite 206; New Orleans, LA 70130

Lumity: 71 E 3rd Ave, San Mateo, CA 94401.

##### **Instructions For Presentations To The Board By Parents and Citizens**

1. Agendas are available to all audience members at the meeting.
  2. "Request to Speak" cards are available to all audience members who wish to speak on any agenda items or under the general category of "Opening Items: Public Comment." Public Comment is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws (provisions of the Brown Act (Government Code Section 54954.2(a) and .3) which preclude any action being taken on any item not appearing on the posted agenda), the Board can only listen to your issue, not respond or take action. These presentations are limited to no more than 15 minutes total and 3 minutes per person. The Board may give direction to staff to respond to your concern.
  3. You may also complete a "Request to Speak" card to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda items on your "Request
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to Speak” card and you will be given an opportunity to speak for up to 3 minutes when the board discusses that item.

4. When addressing the Board, speakers are requested to state their name and address and adhere to the limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or majority of all, of the Board members shall be available for public inspection at 14271 Story Rd. San Jose, CA 95127.
6. REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY: Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Mari DeSolorzano at (408)791-1609 Ex.1052
7. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.
8. All time duration are estimates and may run shorter or longer.

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#### **Committee Members Present**

B. Nuthals, D. Vo (remote), F. Teso, M. Buerger (remote)

#### **Committee Members Absent**

A. Miller

#### **Guests Present**

A. Valladarez

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

B. Nuthals called a meeting of the Finance Committee Committee of Voices College-Bound Language Academies to order on Thursday Sep 21, 2017 at 3:17 PM.

#### **C. Public Comment**

No one present

#### **D. Approve Order of Agenda**

M. Buerger made a motion to approve minutes.

D. Vo seconded the motion.

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

**Roll Call**

|               |        |
|---------------|--------|
| B. Nuthals    | Aye    |
| F. Teso       | Aye    |
| D. Vo         | Aye    |
| A. Valladarez | Aye    |
| A. Miller     | Absent |
| M. Buerger    | Aye    |

**II. Consent Item(s)**

**A. Approve Minutes 7/26/2017**

M. Buerger made a motion to approve minutes from the July Finance Committee on 07-26-17 July Finance Committee on 07-26-17.

D. Vo seconded the motion.

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

**III. Discussion**

**A. Financial Results - July and August 2017**

Committee discussed financials.

**B. Board Presentation Format Revision**

No discussion was held.

**C. Set Finance Committee Dates**

Committee agreed to answer a DoodlePoll set by Director of Accounting.

**D. Internal Audit Framework**

Framework appears appropriate. Director of Accounting to perform first internal audit in October.

**IV. Other Business**

**A. Director of Accounting Report**

Discussed possible banking alternatives to optimize investments.

**V. Closing Items**

**A. Future Business**

Discuss metrics chart and investment policy with the committee.

**B.**

### **Adjourn Meeting**

M. Buerger made a motion to adjourn the meeting.

D. Vo 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 4:00 PM.

Respectfully Submitted,

A. Valladarez