



## Voices College-Bound Language Academies

### Minutes

#### Finance Meeting

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**Date and Time**

Friday February 23, 2018 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

**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 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.
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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 Alejandra Valladarez at (408)791-1609 Ex.1052
7. All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Executive Director recommends approval of all consent items.
8. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.
9. All time duration are estimates and may run shorter or longer.

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**Committee Members Present**

A. Miller (remote), B. Nuthals, R. Small

**Committee Members Absent**

*None*

**Committee Members who arrived after the meeting opened**

A. Miller

**Guests Present**

D. Vo (remote), M. Buerger (remote)

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**I. Opening Items****A. Record Attendance and Guests**

Alice Miller was not present at time of role call, system would not allow us to click the non-present option. Alice does join the meeting later and is marked as such.

**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 Friday Feb 23, 2018 at 3:12 PM.

**C. Public Comment**

No comments

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

B. Nuthals made a motion to move agenda Section II. Consent Items subsequent the Other Business and move the IV. Closing Items to the last order of business.

R. Small seconded the motion.

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

##### **Roll Call**

A. Miller Absent

R. Small Aye

B. Nuthals Aye

### **II. Discussion**

#### **A. Financial Results - December and January**

December and January results discussed.

#### **B. 2nd Interim Reports**

A. Miller arrived.

Discussion of Schools & CMO regarding Budget vs. Actual.

#### **C. Form 990**

Discussed completed Form 990 and that it will be provided to full board.

### **III. Consent Item(s)**

#### **A. Approve November Minutes**

A. Miller made a motion to approve minutes from the Finance Meeting on 11-24-17  
Finance Meeting on 11-24-17.

B. Nuthals seconded the motion.

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

##### **Roll Call**

R. Small Abstain

B. Nuthals Aye

A. Miller Aye

#### **B. Approve January Meeting Minutes**

A. Miller made a motion to approve minutes from the Finance Meeting on 01-26-18  
Finance Meeting on 01-26-18.

B. Nuthals seconded the motion.

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

**Roll Call**

R. Small Aye

B. Nuthals Aye

A. Miller Aye

**IV. Other Business**

**A. Director of Accounting Report**

Provided update on reports due at end of month (CARS) and the status of the CSRL fund application and Prop 39 Clean Energy submission.

**V. Closing Items**

**A. Adjourn Meeting**

B. Nuthals made a motion to adjourn the meeting.

A. Miller seconded the motion.

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

**Roll Call**

A. Miller Aye

B. Nuthals Aye

R. Small Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:55 PM.

Respectfully Submitted,

B. Nuthals