

APPROVED



## Navigator Schools

### Minutes

#### NS Finance Committee

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

Wednesday December 4, 2019 at 2:30 PM

##### **Location**

Navigator Schools, Support Office, 650 San Benito Street, Suite 230, Hollister CA 95023

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##### Teleconference Locations

- 827 Broadway, Suite 300, Oakland, CA 94607
  - 5001 Great America Parkway, Santa Clara, CA 95054
  - 780 Broadway, Redwood City, CA 94063
  - 2225 Lawson Lane, Santa Clara CA 95054
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##### **Committee Members Present**

Joyce Montgomery (remote), Nora Crivello (remote), Victor Paredes-Colonia (remote)

##### **Committee Members Absent**

Caitrin Wright

##### **Guests Present**

Ami Ortiz, Benjamin Moeller, Kevin Sved, Lili Huang, Rosa Segura, Sean Martin

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#### **I. Opening Items**

**A.**

## **Record Attendance and Guests**

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

Joyce Montgomery called a meeting of the Finance Committee of Navigator Schools to order on Wednesday Dec 4, 2019 at 2:33 PM.

### **C. Approve Minutes**

Nora Crivello made a motion to approve minutes from the NS Finance Committee on 09-23-19 NS Finance Committee on 09-23-19.

Victor Paredes-Colonia seconded the motion.

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

#### **Roll Call**

Caitrin Wright	Absent
Nora Crivello	Aye
Victor Paredes-Colonia	Aye
Joyce Montgomery	Aye

## **II. Finance**

### **A. 2018-19 Audited Financial Statements**

Members reviewed a presentation of independent audit results led by A. Ortiz and Lili Huang (a member of the auditor's staff). Successful elements were enumerated. Members asked questions about the findings. Management responses to the findings and next steps were reviewed and explained. J. Montgomery provided advice concerning the provision of internal accounting records to support analysis. She also recommended that that staff provide a thorough review to the board concerning strategies to ensure optimized reporting of key data points.

## **III. Other Business**

### **A. Facilities Update**

K. Sved provided an update on recent activities related to the committee. Topics included Proposition 39 applications, responses from host districts, and long-term facilities for Hollister Prep School and Watsonville Prep School.

The committee discussed HPS facilities options, including real estate and construction. Members asked questions about potential district decisions over the long term and staff reviewed assurances Navi would seek to obtain to alleviate risks and preserve positive outcomes and relationships with the district. K. Sved led a discussion focusing on long-term facilities for WPS, including the 407 Main Street project.

### **B. Schedule Next Meeting**

Members chose Tuesday, January 28, from 3:00 to 4:00 PM for the date and time of the next Finance Committee meeting.

#### IV. Closing Items

##### A. Adjourn Meeting

Joyce Montgomery made a motion to adjourn the meeting.

Victor Paredes-Colonia seconded the motion.

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

##### Roll Call

Joyce Montgomery     Aye

Victor Paredes-Colonia     Aye

Caitrin Wright             Absent

Nora Crivello             Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:21 PM.

Respectfully Submitted,  
Sean Martin