Northwest Georgia Charter Academy

Minutes

Finance & Facilities Committee

Monthly Meeting

Date and Time
Thursday August 13, 2026 at 6:00 PM

Location
Cave Spring Baptist Church

Committee Members Present
D. Shaw, J. Kinsey, V. Benton

Committee Members Absent
J. Cox, T. Lindsey

Guests Present
C. Potts

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Kinsey called a meeting of the Finance & Facilities Committee Committee of Northwest Georgia Charter Academy to order on Thursday Aug 13, 2026 at 6:05 PM.

C.

Approve Minutes

II. Finance & Facilities Committee

A. John Johnston Presentation

Mr. Johnston presented a proposal for us to consider receiving a donation of mobile shelving to store library books. He also shared a proposal regarding stem carts and a professional library including approximately 200 titles. Finally, he voiced continued interest in volunteering at the school.

B. Transportation Discussion

-Dawn Shaw gave an update about fuel cards. They are now fully operational.
-She has been acquiring DEF from Cave Spring Outdoor Equipment, and they are set up as a vendor in Bill.com.
-Dawn expressed concerns about drivers having to exit the bus to open the gate. Cassie assured her that remotes would be ordered.
-Dawn wanted to make sure that the maintenance would be done in a timely manner according to the 20 day inspection schedule.

C. Other Operations Items

-Cassie Potts shared that administration had met with GSD administration to discuss security protocols for the campus.
-Cassie also mentioned that it was recently brought to her attention that the sign on Alabama Street does not meet the city ordinance regarding education institution signage.
-Cassie finally mentioned that she was reaching out to a new vendor to quote camera installation since little progress had been made to this point.

D. Budget discussion

Discussed a cashflow spreadsheet and where we are, with cash on hand and cash flow.
Discussion of unpaid bills. And why the bills aren't paid, recurring tab and what is missing
Discussion of enrollment and where the budget is, and the challenges we are met with.
There was discussion of the turnover with the Para pros.
Discussion of needing to communicate more with parents of the students we do have.
Shared the positive outcomes and word of mouth from students and parents.

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 7:25 PM.

Respectfully Submitted,
J. Kinsey