

APPROVED



## Urban Montessori Charter School

### Minutes

#### Finance Committee Meeting

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

Monday September 16, 2024 at 3:30 PM

##### **Location**

4551 Steele Street, Oakland, CA 94619. Ring the front bell or call/text 510-898-8396 for entry. Signage on campus will direct you to the correct room, generally the Head of School's Office.

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to [evans@urbanmontessori.org](mailto:evans@urbanmontessori.org) to be shared by the during the meeting. Please make that intention clear in your email.

<https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09>

Meeting ID: 825 9285 5160; Passcode 510 842 1181

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Find your local number: <https://us02web.zoom.us/j/k1Y3eQWvA>

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Additional teleconference locations:

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The public can find documents related to this agenda either linked directly on the agenda or under "Other files" after selecting the meeting in BoardOnTrack prior to viewing the agenda. Downloading the "packet" may not include all of the "Other files" that are still otherwise available to the public.

Important Notice: Due to increased demand, dial-in by phone audio conferencing capabilities may be unavailable. During this time, Zoom strongly recommends using computer audio capabilities (or via phone with the Zoom app) while on wifi.

If you have any trouble getting on the Zoom, please text 510-898-8396 for support.

Members: Evan Sequoia (Chair), Ann Rhodes; Committee Alternates: Greg Klein

Urban Montessori Charter School welcomes your participation at Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the organization in public. Your participation assures us of continuing community interest in our school and assists the Board in making the best decisions for our school. To assist you in the ease of speaking/participating in our meetings, guidelines are provided at the bottom of this agenda. All materials for all board and committee meetings, including audio recordings of Regular Board Meetings, are available on our [BoardOnTrack public portal](#) and also through the [UMCS School Calendar](#).

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**Committee Members Present**

A. Rhodes (remote), E. Sequoia

**Committee Members Absent**

*None*

**Guests Present**

A. Wong (remote), D. Bissonnette, G. Klein, J. Kemp (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

E. Sequoia called a meeting of the Finance Committee of Urban Montessori Charter School to order on Monday Sep 16, 2024 at 3:30 PM.

**B. Record Attendance**

**C. Board member virtual participation due to illness**

Ann requested to participate via Zoom because of an emergent illness and Evan approved. There were no adults over 18 with her.

**D. Vote on Minutes from prior Finance Committee Meeting**

E. Sequoia made a motion to approve the minutes from Finance Committee Regular Meeting on 06-17-24.

A. Rhodes seconded the motion.

No discussion or questions on the minutes.

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

**Roll Call**

A. Rhodes Aye

E. Sequoia Aye

**E. Review of Action/Discussion Items**

No changes were needed.

**F. Presentations from the Floor**

There were no public comments on items not on the agenda.

**II. Finance**

**A. Discussion Item: Monthly Fiscal Report**

Edtec provided the monthly report and all financial documents. These are viewable in the "Documents" link at the bottom of the meeting in BoardOnTrack. Adriene presented the Monthly Fiscal Report. Josh updated the committee on time sensitive forms to be completed by Edtec and staff. Cash flow remains strong through the end of the forecast. The current ending fund balance is project at approximately 30%.

There were no questions or public comments.

**B. Updates on School Policies and Required Documents**

Not discussed.

There were no public comments on this item.

**C. New Business**

No new items were collected for future discussion.

**III. Contracts for Approval**

**A. The Committee may discuss contracts larger than \$25,000**

There were no contracts larger than \$25,000 that needed to be approved. There were no public comments on this item.

#### **IV. Closed Session**

##### **A. Closed Session Items**

The committee did not go into closed session.

#### **V. 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 4:15 PM.

Respectfully Submitted,  
E. Sequoia

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#### **Documents used during the meeting**

*None*

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THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The committee's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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 of the Governing Board may request assistance by contacting UMCS at 4551 Steele Street, Oakland, CA 94619 or [info@urbanmontessori.org](mailto:info@urbanmontessori.org).

FOR MORE INFORMATION For more information concerning this agenda or for materials relating to this meeting, please contact UMCS at 4551 Steele Street, Oakland, CA 94619 or [board@urbanmontessori.org](mailto:board@urbanmontessori.org). All materials are available via the Governance Section of our website: <http://www.urbanmontessori.org/governance> or directly via our [BoardOnTrack public portal](#).