

Vida Charter School

Finance Committee Meeting

Date and Time

Tuesday February 21, 2017 at 3:30 PM EST

Location

Eisenhower Bldg

Agenda

	Purpose	Presenter	Time
I. Opening Items			3:30 PM
Opening Items			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes	Josef Brandauer	5 m
Approve minutes for Finance Committee Meeting on January 19, 2017			
II. New Business			3:35 PM
Finance			
A. Call to Public	FYI		5 m
B. Enrollment Report/Treasurer's Report/Monthly Business Report	FYI	Naima McGowan	5 m
Agenda Item Summary NMcGowan and MDavis will report on enrollment and other key factors. If possible, we will discuss how the current state of the marketing plan is shaping enrollment.			
C. January Financials	Vote	Josef Brandauer	15 m
Please review January financials and be ready to discuss. Please also ask any questions you may have.			
D. Audit	FYI	Kevin Corcoran	15 m
KCorcoran and JBrandauer will provide an update on the status of the concluded audit.			
E. Selection of new auditor	Vote	Kevin Corcoran	5 m
KCorcoran will present and RFP draft for the selection of our next auditor.			
F. 2017/18 budget process	Discuss		10 m

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KCorcoran and JBrandauer will lead a discussion about the early stages of the upcoming budget process for the 2017/18 academic year			
G. Review benefits package for employees	Discuss	Josef Brandauer	10 m
The committee will discuss employees' benefits packages.			
H. Fund raising/development	Discuss	Martha Davis	15 m
The committee will discuss strategies for raising funds from direct Vida constituents and beyond.			
I. Financing possibilities	Discuss	Kevin Corcoran	5 m
Kevin Corcoran will lead a brief discussion on the availability of Financing should the need arise.			

III. Old Business/Updates **5:00 PM**

A. Reviewed/revised Financial procedures manual	FYI	Naima McGowan	10 m
NMcGowan and JBrandauer will provide an update on the first stage of the updated financial procedures manual.			
B. Annual goals review	Discuss	Josef Brandauer	10 m
The committee will review annual goals and discuss possible amendments			

IV. Looking ahead **5:20 PM**

A. Upcoming	Discuss	Josef Brandauer	5 m
The committee will discuss upcoming tasks			

V. Closing Items **5:25 PM**

A. Next meeting - 3 20, 3:30 - 5:00 PM	FYI	Josef Brandauer	2 m
B. Adjourn Meeting	Vote	Josef Brandauer	