

# Vida Charter School

## Finance Meeting

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### Date and Time

Wednesday January 22, 2020 at 3:30 PM EST

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>3:30 PM</b>
Opening Items			
<b>A. Record Attendance and Guests</b>		Darren Glass	2 m
<b>B. Call the Meeting to Order</b>		Darren Glass	2 m
<b>C. Approve Minutes</b>	Approve Minutes	Darren Glass	5 m
Approve minutes for Finance Meeting on December 17, 2019			
<b>II. Financials</b>			<b>3:39 PM</b>
Finance			
<b>A. Review December Financials</b>	Vote	Ryan Schumm or Michael Snyder	15 m
Review and recommend the December financials for approval.			
<b>B. 2018-19 Lease Reimbursement Info</b>	Vote	Ryan Schumm	5 m
Discussion and vote on the PDE 418 form.			
<b>C. Financial Procedures Manual Update</b>	Discuss	Melissa Turner	10 m
Update about progress on updating the manual and next steps.			
<b>III. Audits</b>			<b>4:09 PM</b>
<b>A. 2018-19 Audit</b>	Vote	Melissa Turner	5 m
Hard copy of 2018-19 audit findings.			
<b>B. 2018-19 Workers Comp Audit</b>	Vote	Melissa Turner	5 m

	Purpose	Presenter	Time
Discussion and vote on WC payroll audit.			
<b>IV. Other Business</b>			<b>4:19 PM</b>
<b>A. Visitor Software System</b>	FYI	Melissa Turner	5 m
Update on scheduled demos for visitor software.			
<b>V. Executive Session</b>			
<b>VI. Closing Items</b>			<b>4:24 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Darren Glass	1 m