

Vida Charter School

Finance Meeting

Date and Time

Monday March 16, 2020 at 3:30 PM EDT

Location

120 E Broad Way, Gettysburg PA 17325 Conference Room

Agenda

	Purpose	Presenter	Time
I. Opening Items			3:30 PM
Opening Items			
A. Record Attendance and Guests		Darren Glass	2 m
B. Call the Meeting to Order		Darren Glass	2 m
C. Approve Minutes	Approve Minutes	Darren Glass	5 m
Approve minutes for Finance Meeting on February 19, 2020			
II. Financials			3:39 PM
Finance			
A. Review February Financials	Vote	Kevin Corcoran	15 m
Review and recommend the February's financials for approval.			
B. 2020-21 Draft Budget and April 1st Event	Discuss	Kevin and Christine	15 m
Discussion about next year's preliminary budget.			
C. Financial Procedures Manual	Discuss	Christine Miller	10 m
Discussion related to the completion of the official manual.			
D. Expiring Contracts	FYI	Melissa Turner	5 m
Brief discussion about expiring contracts for vendors and status of quotes.			

III. Executive Session

	Purpose	Presenter	Time
IV. Closing Items			4:24 PM
A. Adjourn Meeting	Vote	Darren Glass	1 m