



# The Main Street Academy

## Monthly Finance Committee Meeting

Published on October 16, 2023 at 9:57 PM EDT

Amended on October 24, 2023 at 3:25 PM EDT

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### Date and Time

Tuesday October 24, 2023 at 6:00 PM EDT

### Location

Virtual Meeting via Zoom

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
<b>A.</b> Call the Meeting to Order		Shameka Smith	1 m
<b>B.</b> Record Attendance		Shameka Smith	1 m
<b>C.</b> Approval of Agenda	Vote	Shameka Smith	1 m
<b>D.</b> Approve Minutes	Approve Minutes	Shameka Smith	2 m
Approve minutes for Monthly Finance Committee Meeting on August 22, 2023			
<b>II. CFO Financial Report</b>			<b>6:05 PM</b>
<b>A.</b> August 2023 Preliminary Financial Report	Vote	John Stiffler	5 m

	Purpose	Presenter	Time
<b>B.</b> September 2023 Preliminary Financial Report	Vote	John Stiffler	10 m
<b>III. Executive Director's Report</b>			<b>6:20 PM</b>
<b>A.</b> ED October 2023 Report	FYI	Chad Owes	20 m
<ul style="list-style-type: none"> <li>• PTO Financial Report</li> <li>• Title I Budget - FY24</li> <li>• FY24 Budget Overview (2023-2024)</li> <li>• Fundraising Committee</li> <li>• Fundraising</li> <li>• Student Enrollment 2023-24</li> <li>• Human Resources &amp; Staffing</li> <li>• Facilities, Operations, &amp; Maintenance Updates</li> </ul>			
<b>IV. Unfinished Business</b>			<b>6:40 PM</b>
<b>A.</b> Finance Committee Goals for 2023-2024	Discuss	Shameka Smith	10 m
Finalize 2023-2024 committee goals (agree on 3-6 goals):			
<ol style="list-style-type: none"> <li>1. Prepare and present accurate, timely, and meaningful financial statements to the Board monthly.</li> <li>2. Training and understanding of TMSA's finances by all Governing Board members.</li> <li>3. Comply with all Fulton County and State financial reporting requirements and ratios.</li> <li>4. 100% participation with Governing Board Member required annual contributions.</li> <li>5. Develop an annual budget that supports our vision of excellence</li> <li>6. Conduct an annual audit</li> <li>7. Review annual audit results with full board</li> <li>8. Update board colleagues on proper financial oversight practices</li> <li>9. Develop and maintain a consistent method for monitoring the organization's finances</li> <li>10. Develop a board approved annual budgeting process</li> </ol>			

	Purpose	Presenter	Time
<b>B.</b> 2023-2024 Budget Presentation	Discuss	Shameka Smith	5 m
<b>V. New Business</b>			
<b>VI. Closing Items</b>			<b>6:55 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Shameka Smith	1 m

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