The Main Street Academy

Monthly Finance Committee Meeting

Date and Time

Tuesday October 24, 2023 at 6:00 PM EDT

Location

Virtual Meeting via Zoom

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**6:00 PM**
A.	Call the Meeting to Order		Shameka Smith	1 m
B.	Record Attendance		Shameka Smith	1 m
C.	Approval of Agenda	Vote	Shameka Smith	1 m
D.	Approve Minutes	Approve Minutes	Shameka Smith	2 m
	Approve minutes for Monthly Finance Committee Meeting on August 22, 2023			
II.	**CFO Financial Report**			**6:05 PM**
A.	August 2023 Preliminary Financial Report	Vote	John Stiffler	5 m
B.	September 2023 Preliminary Financial Report	Vote	John Stiffler	10 m

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III.	**Executive Director's Report**			**6:20 PM**
A.	ED October 2023 Report	FYI	Chad Owes	20 m

- PTO Financial Report
- Title I Budget - FY24
- FY24 Budget Overview (2023-2024)
- Fundraising Committee
- Fundraising
- Student Enrollment 2023-24
- Human Resources & Staffing
- Facilities, Operations, & Maintenance Updates

IV.	**Unfinished Business**			**6:40 PM**
A.	Finance Committee Goals for 2023-2024	Discuss	Shameka Smith	10 m

Finalize 2023-2024 committee goals (agree on 3-6 goals):

1. Prepare and present accurate, timely, and meaningful financial statements to the Board monthly.
2. Training and understanding of TMSA's finances by all Governing Board members.
3. Comply with all Fulton County and State financial reporting requirements and ratios.
4. 100% participation with Governing Board Member required annual contributions.
5. Develop an annual budget that supports our vision of excellence
6. Conduct an annual audit
7. Review annual audit results with full board
8. Update board colleagues on proper financial oversight practices
9. Develop and maintain a consistent method for monitoring the organization's finances
10. Develop a board approved annual budgeting process

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B.	2023-2024 Budget Presentation	Discuss	Shameka Smith	5 m
V.	**New Business**			
VI.	**Closing Items**			**6:55 PM**
A.	Adjourn Meeting	Vote	Shameka Smith	1 m

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