

APPROVED



# The Main Street Academy

## Minutes

### Monthly Budget and Finance Committee Meeting

TMSA Governing Board Committee

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#### **Date and Time**

Tuesday July 23, 2024 at 4:30 PM

#### **Location**

The Main Street Academy  
2861 Lakeshore Dr.  
College Park, Georgia 30337

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#### **Committee Members Present**

Chanel Recasner, Damion Dunn (remote), Dr. Chaddrick Owes, Shameka Smith, Tangie Warrior

#### **Committee Members Absent**

Kanetha Stephens

#### **Committee Members who arrived after the meeting opened**

Chanel Recasner

#### **Guests Present**

John Stiffler (remote), Keyona Revere, Lisa Wiker (remote)

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Shameka Smith called a meeting of the Budget and Finance Committee Committee of The Main Street Academy to order on Tuesday Jul 23, 2024 at 4:38 PM.

## **B. Record Attendance**

## **C. Approve Minutes**

Tangie Warrior made a motion to approve the minutes from Monthly Finance Committee Meeting on 04-16-24.

Shameka Smith seconded the motion.

The committee **VOTED** to approve the motion.

## **II. CFO Financial Report**

### **A. May 2024 Preliminary Financial Report**

- Brief overview since we will be covering the June financials next.
- Higher than normal expenses:
  - Tech supplies,
  - three payrolls in the month,
  - HVAC repairs,
  - interior painting, and
  - fence replacement
- 63 days of cash on hand

Tangie Warrior made a motion to approve the May 2024 Financial report as presented by the CFO.

Shameka Smith seconded the motion.

The committee **VOTED** to approve the motion.

### **B. June 2024 Preliminary Financial Report**

Chanel Recasner arrived at 4:43 PM.

- CFO Summary:
  - Projected to have 1.7% margin, ended up with 6.5% margin at EOY
  - Total income was 98.77% of budgeted income
  - Total expenses were 94.37% of budgeted expenses
  - Next FY Budget looks solid and in line with last year's trends.
- No challenges to note
- Financial Statement Summary:
  - Monthly income is \$907,336; Budget was \$989,839
  - Monthly expense is \$721,106; Budget was \$971,827
  - Monthly surplus is \$186,230; Budget surplus was \$18,013
- Cash Flow- 59 days of cash on hand

Tangie Warrior made a motion to approve the June 2024 Financial report as presented by the CFO.

Shameka Smith seconded the motion.

The committee **VOTED** to approve the motion.

### III. Tentative 2024-2025 Budget

#### A. Present The 2024-2025 Tentative Budget

- Dr Owes presented the tentative 2024-2025 TMSA Budget.
  - FCS Tentative Budget Based on 833. Our target is 844. Currently at 822 enrollments.
  - Per pupil funding decreased by approximately \$261
  - CARES and ESSE funds have been depleted.
  - Title I Funds are lower (no carry over funds)
  - Will need to focus heavily on fundraising to make up funding.

Tangie Warrior made a motion to approve the 2024-2025 tentative TMSA Annual Budget as presented by the ED.

Shameka Smith seconded the motion.

The committee **VOTED** to approve the motion.

### IV. Executive Director's Report

#### A. ED July 2024 Report

- Enrollment:
  - Target is 844 and currently at 822.
  - FCS tentative budget is based on 833
  - Targeting more kindergarten seats
- Facilities - Maintenance - Operations
  - Ongoing HVAC repairs needed (large dollar items).
  - Roof leaks are still an immediate concern.
- Fundraising
  - Asking the board to focus its efforts on fundraising
  - Refer back to the Fundraising Plan.
- Offer to Purchase Land
  - Currently have an offer of \$15k per acre for a total of \$60k.

### V. Closing Items

#### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:24 PM.

Respectfully Submitted,  
Shameka Smith

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**Documents used during the meeting**

- May 2024 TMSA Financial Snap Shot.pdf
  - June 2024 TMSA Financial Snap Shot.pdf
  - TMSA ED Finance Presentation 7-23-24.pdf
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