APPROVED

# Community Regional Charter School

# Minutes

## Finance and Facilities Committee Meeting

**Date and Time**
Monday August 7, 2023 at 5:30 PM

**Location**
Creative Children's Academy

Members of the public are welcome to attend and observe these meetings but must be aware that although the meeting is held in public it is not a public meeting and therefore observers are not permitted to speak during the meeting itself, except during public comment.

**Committee Members Present**
C. Hansen (remote)

**Committee Members Absent**
*None*

**Ex Officio Members Present**
T. Works (remote)

**Guests Present**
A. Savage (remote), J. Alves (remote), N. Reinholt (remote), ssaltzman@crcsme.org (remote)

### I. Opening Items

#### A. Call the Meeting to Order

C. Hansen called a meeting of the Finance & Facilities Committee of Community Regional Charter School to order on Monday Aug 7, 2023 at 5:34 PM.

**B. Record Attendance**

## II. Finance & Facilities

**A. Review June 2023 Financials**

Jill reviewed the Financial Performance and Stability Report as of 6/30/23.
Had a discussion around ways to increase our unrestricted days cash on hand because we are above the 30 day requirement but would like it to be closer to 40+ days

Jill shared a balance sheet that compared June 22 and June 23 including a budget to actuals sheet

**B. Enrollment Update**

We are on target for filling all slots come Oct 1. - Goal is 400

Only a few short of the 48 for CCA
DA has approx. 175 with 11 on the waitlist
OA has approx. 170 and continuing to do tours and accept learners each week

**C. Facilities Update**

Construction is wrapping up at CCA and Central Office - hoping for week of Aug 14th to be able to strip and wax floors, having central office staff be able to move into their new offices, and be ready for 1st day of school

## III. Other Business

**A. Structure of Committee**

Stephanie will assume the chair role of this committee and Charlie-Marie will be the other voting board member.

## IV. Closing Items

**A. Approve Minutes**

Ashlee reviewed the minutes and they are complete with all discussions.

**B.**

**Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:16 PM.

Respectfully Submitted,
C. Hansen