

APPROVED



Community Regional Charter School

Minutes

Finance and Facilities Committee Meeting

Date and Time

Wednesday January 3, 2024 at 6:00 PM

Location

<https://networkmaine.zoom.us/my/crcsboard>

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), J. Alves (remote), K. Canning (remote), N. Reinholt (remote), S. Saltzman (remote), T. Works (remote)

Committee Members Absent

None

Guests Present

A. Savage (remote)

I. Opening Items

A. Call the Meeting to Order

S. Saltzman called a meeting of the Finance & Facilities Committee of Community Regional Charter School to order on Wednesday Jan 3, 2024 at 6:07 PM.

B. Record Attendance

II. Finance

A. Review Montly Financials

Jill shared out the following:

- Performance and Stability Report as of the end of November. All aspects are right where they should be or better.
- Balance report and everything looks good.
- Budget vs actuals and everything is on track.

Had a discussion around the large grant that we were awarded and how we need to purchase and pay for everything ahead of time before the grants will pay the district back that total amount that was award for the grant. Jill and Travis have made a plan to be sure that we can pay for everything in advance and not have it impeded with weekly operating expenses.

B. Enrollment Update

Continuing to work on enrollment and give tours to get new families and learners into the system now instead of waiting until this Spring or next Fall.

Beginning to get into enrollment season. Leadership staff is discussing at our next meeting about doing a Canva contest (poster contest) for learners, staff, etc. to get information out for perspective families.

III. Facilities

A. Update on facilities across the district

Kit shared out a document sharing with each building what facilities items need to be done with a description, cost, timeline, and priority.

Discussion around moving to one building vs completing all of the needs for each building

Committee would like to add the Facilities Projects - FY24 and Beyond document to the January 8th board meeting to help aid in decision-making between consolidation vs expansions to our current buildings

B. Check-in on property insurance concerns plan and spreadsheet

Did a quick check-in and shared the spreadsheet which is up to date. Timeline for all projects is good for the insurance company. Kit is working on the list.

IV. Closing Items

A. Approve Minutes

Committee unanimously agreed upon the minutes.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
S. Saltzman