APPROVED

Yu Ming Charter School

Minutes

Finance Committee Special Meeting

Date and Time
Monday February 14, 2022 at 8:30 AM

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20, and Assembly Bill 361.

The Board of Directors ("Board") and employees of the Yu Ming Charter School shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

https://yumingschool.zoom.us/j/86286015363?pwd=K0RHcnFPRXpmUVNwUGJOVXVjV0h1QT09
Meeting ID: 862-8601-5363
Password: 922302
Dial by your location
(301) 715 8592 (Washington DC)
(312) 626 6799 (Chicago)
(646) 876 9923 (New York)
(346) 248 7799 (Houston)
(408) 638 0968 (San Jose)
(669) 900 6833 (San Jose)
(253) 215 8782 (Tacoma)

Committee Members Present

B. Badillo, E. Wood (remote), J. Norman (remote), R. De Walque (remote), S. Park (remote), Y. Yeh (remote)

Committee Members Absent
None

Committee Members who arrived after the meeting opened
B. Badillo

Guests Present
M. Andrejko (remote)

I. Opening Items

A. Call the Meeting to Order

J. Norman called a meeting of the Finance Committee of Yu Ming Charter School to order on Monday Feb 14, 2022 at 8:35 AM.

B. Record Attendance and Guests

C. Approval of Agenda

Y. Yeh made a motion to approve the agenda.
R. De Walque seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

J. Norman	Aye
R. De Walque	Aye
E. Wood	Aye
B. Badillo	Absent
S. Park	Aye
Y. Yeh	Aye

D. State of Emergency Board Committee Findings Pursuant to Government Code Section 54953(e)

R. De Walque made a motion to approve the findings.
S. Park seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

B. Badillo	Absent
S. Park	Aye
E. Wood	Aye
J. Norman	Aye

Roll Call

Y. Yeh	Aye
R. De Walque	Aye

II. Invitation to the Public to Address the Committee

A. Public Comments

There were no members of the public in attendance.
B. Badillo arrived.

III. Consent Agenda

A. Approval of Consent Agenda

B. Approval of Dec 6, 2021 Minutes

R. De Walque made a motion to approve the minutes from Finance Committee Regular Meeting on 12-06-21.
Y. Yeh seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Y. Yeh	Aye
S. Park	Aye
E. Wood	Aye
B. Badillo	Aye
R. De Walque	Aye
J. Norman	Aye

IV. Items of Business

A. Audit Report Review and Recommendation

B. Badillo and J. Norman presented the audit report. The group discussed minor edits before presenting to the Board:

- P. 13 - duplicate sentence "Yu Ming Charter School does not have a policy for custodial credit risk for deposits."
- P. 15 - check amount reserve for economic uncertainty - fix to reflect 3 months
- P.18 - subsequent events - remove paragraph, and fix renewal (p.7) to reflect 6-year renewal approved
- P.20 - Board listing to revise
- P.21 - Instructional days to verify

R. De Walque made a motion to approve the recommendation to the Board with the changes discussed.
B. Badillo seconded the motion.

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

Roll Call

B. Badillo	Aye
J. Norman	Aye
Y. Yeh	Aye
S. Park	Aye
R. De Walque	Aye
E. Wood	Aye

B. Audit Firm Proposal Review and Recommendation

J. Norman presented the audit firm proposal for a new contract for 2022 with an option to extend or renew for 2 additional years.
Y. Yeh made a motion to recommend this proposal to the Board.
B. Badillo seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

S. Park	Aye
E. Wood	Aye
B. Badillo	Aye
R. De Walque	Aye
J. Norman	Aye
Y. Yeh	Aye

C. Fiscal Policies/Invoicing Process Revision

B. Badillo presented to proposed revision. Currently ExEd does everything by hand, and is moving to a third party to process invoices.
S. Park made a motion to recommend the revised invoicing process.
R. De Walque seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Y. Yeh	Aye
B. Badillo	Aye
R. De Walque	Aye
E. Wood	Aye
J. Norman	Aye
S. Park	Aye

V. Closing Items

A. Review of Action items and Future Agenda Items

- 2nd interim
- Financial updates

- 2022-23 budget
- ConApp (TBA)
- Strategic Plan

B. Schedule Next Committee Meeting(s)

J. Norman will send out a doodle poll for a meeting the week of Feb 28.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:33 AM.

Respectfully Submitted,
J. Norman

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

Members of the public are welcome to speak on any agenda or non-agenda items so long as the matter pertains to the domain and jurisdiction of the school board. Public testimony on non-agenda items will be heard at the opening of the meeting. Public testimony on agenda items will take place as each item is presented. The Board's presiding officer reserves the right to impose reasonable time limits on public testimony.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (510) 326-1048 or emailing or ymclosure@yumingschool.org. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

FOR MORE INFORMATION

A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on the Yu Ming Charter School's website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

For more information concerning this agenda or to receive access to materials relating to this meeting, please contact Yu Ming Charter School at (510) 452-2063 or office@yumingschool.org.