

APPROVED



# Yu Ming Charter School

## Minutes

### Finance Committee Regular Meeting

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#### Date and Time

Tuesday January 17, 2023 at 2:00 PM

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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/89528955255?pwd=c1VNczBSV3NyVkE0bi9VeDg4VUE0QT09>

Meeting ID: 895-2895-5255

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(386) 347 5053  
(408) 638 0968 (San Jose)  
(507) 473 4847  
(564) 217 2000  
(669) 444 9171

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**Committee Members Present**

J. Norman (remote), R. De Walque (remote), Y. Yeh (remote)

**Committee Members Absent**

*None*

**Committee Members who left before the meeting adjourned**

Y. Yeh

**Guests Present**

E. Wood (remote), F. Sassin (remote), M. Andrejko (remote), S. Park (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

Y. Yeh called a meeting of the Finance Committee of Yu Ming Charter School to order on Tuesday Jan 17, 2023 at 2:12 PM.

**B. Record Attendance and Guests**

**C. Approval of Agenda**

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

**Roll Call**

R. De Walque Aye  
Y. Yeh Aye  
J. Norman Aye

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

J. Norman made a motion to to approve the findings.  
Y. Yeh seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**Roll Call**

R. De Walque Aye

Y. Yeh Aye

J. Norman Aye

**II. Invitation to the Public to Address the Committee**

**A. Public Comments**

There were no public comments.

**III. Consent Agenda**

**A. Approval of Consent Agenda**

R. De Walque made a motion to approve the consent agenda.

J. Norman seconded the motion.

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

**Roll Call**

R. De Walque Aye

J. Norman Aye

Y. Yeh Aye

**B. Approval of Dec 6 Minutes**

R. De Walque made a motion to approve the minutes from Finance Committee Regular Meeting on 12-06-22.

J. Norman seconded the motion.

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

**Roll Call**

Y. Yeh Aye

R. De Walque Aye

J. Norman Aye

**IV. Items of Business**

**A. Fiscal Policies Review**

1) The group reviewed the changes suggested by Y. Yeh.

Approval thresholds:

- Under \$25,000 - CEO
- Between \$25,000-50,000 - CEO and a Board member
- Over \$50,000 - Board

Rudy and Emily will suggest new, clearer phrasing.

2) The Guidestar info needs to be updated.

3) facsimile signature - Emily will double-check the phrasing.

4) Nvoicepay - R. de Walque suggested not listing the vendor. F. Sassin noted that the process may be specific to the vendor.

The committee will review again after Franci and Emily, and Emily and Rudy have reviewed and made suggestions.

**B. November Financial Report**

F. Sassin presented the report.

**C. Review and Provide Recommendation for FY22 Audit Report**

FY22 audit report. The group discussed the audit report and recommends that the Board approve the report.

Y. Yeh left at 2:00 PM.

**V. Closing Items**

**A. Review of Action items and Future Agenda Items**

**B. Schedule Next Committee Meeting(s)**

**C. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:19 PM.

Respectfully Submitted,  
J. Norman

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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](mailto: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](mailto:office@yumingschool.org).