APPROVED

Yu Ming Charter School

Minutes

Finance Committee Special Meeting

Date and Time
Thursday December 7, 2023 at 4:00 PM

Location

- In person (CAR Campus): 16244 Carolyn Street, San Leandro, CA 94578
- Zoom Meeting (see info below)
- Teleconference Location 1 (MLK Jr. Campus): 675 41st Street, Oakland, CA 94609
- Teleconference Location 2 (CHE Campus): 2501 Chestnut Street, Oakland, CA 94607
- Teleconference Location 3: 980 Island Dr, Alameda, CA 94502
- Teleconference Location 4: 35 Northampton Avenue, Berkeley, CA 94707

The Board Finance Committee and employees of the Yu Ming Charter School shall meet in person at the location listed above. Zoom Meeting information is made available for Committee members teleconferencing and members of the public who wish to access the meeting remotely:
https://tinyurl.com/12-07-23-Finance **- Meeting ID: 827-9489-1552 - Password: 908916**
Dial by your location: (301) 715 8592 (Washington DC), (305) 224 1968, (309) 205 3325, (312) 626 6799 (Chicago), (646) 876 9923 (New York), (646) 931 3860, (507) 473 4847, (564) 217 2000, (669) 444 9171, (669) 900 6833 (San Jose), (689) 278 1000, (719) 359 4580, (253) 205 0468, (253) 215 8782 (Tacoma), (346) 248 7799 (Houston), (360) 209 5623, (386) 347 5053, (408) 638 0968 (San Jose)

Committee Members Present
C. Green, D. Chou (remote), R. De Walque, Y. Yeh (remote)

Committee Members Absent
L. Chang

Guests Present
Brian Badillo (remote), E. Wood (remote), M. Andrejko

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 Thursday Dec 7, 2023 at 4:05 PM.

B. Record Attendance and Guests

C. Approval of Agenda

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

Roll Call

L. Chang	Absent
R. De Walque	Aye
D. Chou	Aye
C. Green	Aye
Y. Yeh	Aye

II. Invitation to the Public to Address the Committee

A. Public Comments

There was a member of the public in attendance, and no public comment on non-agenda item.

III. Consent Agenda

A. Approval of Consent Agenda

R. De Walque made a motion to approve the consent agenda.
D. Chou seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

D. Chou	Aye
R. De Walque	Aye

Roll Call

Y. Yeh	Aye
C. Green	Aye
L. Chang	Absent

B. Approval of Nov 8 Minutes

R. De Walque made a motion to approve the minutes from Finance Committee Special Meeting on 11-08-23.
D. Chou seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Y. Yeh	Aye
R. De Walque	Aye
D. Chou	Aye
L. Chang	Absent
C. Green	Aye

IV. Items of Business

A. October Financial Report

B. Badillo presented the October financial report.

B. First Interim Report

B. Badillo presented the first interim report.

C. Annual Audit Report Review

The audit report hasn't been received yet.
Finance Committee members are interested in seeing the audit moving forward once it's finalized--the Audit Committee would review it in more detail.

D. Investment Policy Update

Y. Yeh gave an update on the development of the investment policy, and suggested that a subcommittee of 2 review policy samples and bring back a first draft to the committee. R. De Walque and C. Green volunteered. The goal is to have a first draft by February.

V. Closing Items

A. Review of Action items and Future Agenda Items

- Investment Policy update at the next Finance meeting
- B. Badillo will share out the audit report with the committee

- A finance onboarding session will be scheduled for new committee members with B. Badillo, including a glossary and a multi-year budget

B. Schedule 2023-24 Committee Meetings

Meetings moving forward will happen the last week of each month.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:02 PM.

Respectfully Submitted,
Y. Yeh

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) 452-2063 or emailing office@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.