

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Finance Committee Meeting

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#### Date and Time

Thursday August 15, 2024 at 12:00 PM

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*The committee will meet virtually at: <https://meet.google.com/azc-hbjt-vmi>*

*The public may address the committee regarding any item within the jurisdiction of the Board of Directors of ChartHouse Public Schools. To ensure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the committee must fill out a speaker's card. Cards should be turned into the Committee Chair prior to the Call to Order. Speakers will be given three minutes for items on the agenda and two minutes for items not on the agenda. When translation services are utilized to support the participation of a primary Speaker, the translator will be afforded the same duration of time as the primary Speaker. Time may not be yielded to other speakers. In compliance with the Brown Act, the committee may listen to comments from speakers and provide direction to staff, but may not engage in discussion or take action on items that are not already on the agenda.*

*All committee agendas and minutes will be published at [cocospa.org](http://cocospa.org). Any disclosable public records related to an open session committee meeting agenda item and distributed by staff to a majority of the Board of Directors shall be available for public inspection.*

*The committee will provide reasonable accommodations for persons with disabilities planning to attend committee meetings so long as notice is provided one hour prior to the start of the meeting by contacting the Executive Director's Office at (925) 235-1130.*

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#### Committee Members Present

H. Vega (remote)

**Committee Members Absent**

*None*

**Guests Present**

C. Foster (remote)

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

H. Vega called a meeting of the Finance Committee of Contra Costa School of Performing Arts to order on Thursday Aug 15, 2024 at 12:00 PM.

**II. Discussion Items**

**A. Finance Committee Goals**

Discussed setting two goals:

- Ensuring a balanced budget
- Beginning to build a reserve

The committee agreed to these goals

**B. July Budget**

Discussed the July report

- Requested Debbie update projections with suggested cuts to inform reduced spending
- Catherine will update request for bridge loan
- Candice is renegotiating agreements
- Committee will continue to monitor funding opportunities
- Catherine will share cuts with fundraising to inform priorities

Committee will closely monitor spending going forward only adding if revenues increase

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:47 PM.

Respectfully Submitted,  
H. Vega