



City Garden Montessori School

Minutes

Finance Committee Meeting

Date and Time

Wednesday December 20, 2023 at 12:00 PM

Via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/84046645775>

Meeting ID: 840 4664 5775

One tap mobile

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Meeting ID: 840 4664 5775

Committee Members Present

A. DeZego (remote), B. Kling (remote), J. Fouse (remote), J. Schier (remote)

Committee Members Absent

S. Deuanepenh

Guests Present

C. Huck (remote), D. Blank (remote), T. Whitlock (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Fouse called a meeting of the Finance Committee of City Garden Montessori School to order on Wednesday Dec 20, 2023 at 12:10 PM.

C. Land Acknowledgement

D. School and Board Update

- Today is the last day of school before Winter Break. Holiday gifts were handed out to staff today, which is always a joyful experience.

II. Action Items

A. Approve minutes from the November 2023 meeting

B. Kling made a motion to approve the minutes from Finance Committee Meeting - In Person at 4209 Folsom Ave on 11-29-23.

J. Schier seconded the motion.

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

B. Review and Approve November 2023 Financials

- We just received our prior period correction from the state, it seems reasonably close to accurate. David will overview this with our Data Coordinator and verify that the calculation is correct.
- The new preschool grant may still come in a December payment but it was not included in the normal state payment that was received this week.
- Salary is still tracking slightly above budget due to hiring additional staff and stipends that were given. Much of this is timing.
- Attendance since the week of December is running about 93.8%.

J. Schier made a motion to Approve the November Financials, Bank Statements and Credit Card Recs.

B. Kling seconded the motion.

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

C.

Review and Approve - Contracts over \$10,000

III. Information Items

A. 2023-24 Fundraising YTD

- We are in our end of calendar year fundraising push, so we should have a bit of a bump before the year ends.
- Christie is about to submit a proposal for another grant in the amount of \$250,000.

IV. Upcoming Meetings and Events

A. Board and Committee Meetings

- The Finance Committee has decided to continue with noon meetings. Tiffany will update the calendar and send invites to the committee for the remainder of the year.

V. 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 12:29 PM.

Respectfully Submitted,
T. Whitlock