

## **COMMITTEE MEETING MINUTES**

**Committee:** IAS Finance Committee

*Meeting need not be verbatim. These minutes are a brief summary of the events of the meeting.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
9/13/19	12:12pm	12:56pm	10/21/19	4:30pm	Lyn Carde
<b>Meeting Location:</b>					
IAS					
<b>Attended by:</b>					
Cornell Longino Javier Smith Nicole White Grant Coleman			Lyn Carden, EIP (via telephone)		
<b>Highlights:</b>					

### **I. Roll Call**

**II. Committee Update** – Mr. Longino notified the committee the school had received a signed contract from the Operations Consultant.

### **III. Old Business**

- Monthly financial report and budget vs. actuals – Ms. White presented the schools financial report as of August 31, 2019
  - i. Discussed the SCSC reimbursement
- CPF Matrix – Ms. Carden presented the CPF matrix worksheet
- Renewal – Ms. Carden updated the committee on renewal progress

### **IV. New Business**

- Cafeteria monitors – The committee discussed a school request for \$7500 for cafeteria monitors. Additionally the committee reviewed a recent list of budget requests including staffing for compliance. The committee requested that Ms. White create a revised budget that accurately reflected enrollment and potentially these additional requests and the committee would review. The committee agreed to table the requests until they have the revised numbers.
- Upcoming reports due – Ms. White told the committee she has completed the initial transmission and was working with the auditor to finalize the rest of the report, which would be submitted by the deadline.
  - i. Last Year Amended budget to Authorizer 10/2
  - ii. Last year final analysis report to Auth. 10/2

**V. Next Meeting Date October 21, 2019 4:30pm**

**ADJOURNMENT 12:56pm**