

FINANCE COMMITTEE MEETING MINUTES

The October meeting of the Baconton Community Charter School (BCCS) Governing Board Finance Committee convened at 6:00 PM on Tuesday, October 11, 2022. Members in attendance included Jenny Van Meter, Missy Harrod, Lynn Pinson, Larry Burkett, and John Hilliard.

Mrs. Pinson noted that the September financial reports for Profit and Loss and Balance Sheet were unavailable for review. Mrs. Pinson needs assistance from the school accountant to make the final changes in Quickbooks before the reports are complete. She expects the reports will be ready for the Governing Board meeting on October 18th.

The members reviewed the credit card statement and purchase order register.

Mr. Burkett provided an update on the warehouse construction. The Contractor poured the concrete slab and started steel erection.

Mr. Burkett also stated that the school might need to acquire a forklift for use in the warehouse. He will check on options.

The architect for the new MS building requested a description of the technology – communications and data systems – needed for the new building. Mr. Burkett is obtaining the information from ProNet, the school's technology provider. The administration team discussed changes to the new MS building elevation drawings with the architect.

The new lunchroom roof is complete.

The members discussed renovations to the elementary outdoor restrooms. Currently, the restrooms are out of service. The Committee reviewed a proposal from Wetherald Associates in the amount of \$159,790.00 to complete the renovation work. The amount of the proposal exceeded budget expectations and included the following items:

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| 1. Toilet / Urinal partitions by SCM | \$12,352.91 |
| 2. Floor coating by Toole | \$18,452.00 |
| 3. Toilets, Urinals, faucets, and water heater by Central Plumbing | \$17,770.00 |
| 4. Electrical work by JE Knight Electric | \$3,960.00 |
| 5. Millwork by Woodwork by King | \$17,520.40 |
| 6. Wall tile by Akridge Commercial Interiors | \$19,525.00 |
| 7. Remaining carpentry and demolition by Wetherald | |

Review of the proposal continues.

Grant award notices will be presented at the Governing Board meeting on October 18th for acceptance.

The Bank of Camilla recommended moving funds into better rate CDs or money market accounts. Mrs. Pinson is researching options.

The CFO is working on additional budget tweaking before we can schedule budget amendment hearings.

The Finance Committee meeting adjourned at 6:50 PM.

Respectfully submitted,

John Hilliard