

FINANCE COMMITTEE MEETING MINUTES

The November meeting of the Baconton Community Charter School (BCCS) Governing Board Finance Committee convened at 6:00 PM on Tuesday, November 8, 2022. Members in attendance included Benjamin Brooks, Missy Harrod, Lynn Pinson, Larry Burkett, and John Hilliard.

Mrs. Pinson presented the October financial reports for Profit and Loss and Balance Sheet. Notable items discussed on the Profit and Loss Statement included the following:

1. Reviewing with the school auditor how to treat funds for Blazer graphics – student activity vs. operations. The auditor will provide a recommendation for this as well as the extended day program funds.
2. Medicaid revenues will consist of more than speech services. Therefore, the description of this item on the report will change.
3. The October drop for QBE funds was \$912,071.00. This figure was the same as received in the previous month.
4. The item for pupil services includes counseling services and a speaker. The speaker expenses shall be covered by Title funds.
5. Cleaning expenses does not include charges for CINTAS. These expenses will show up in November.

The members accepted the Balance Sheet as presented without any notable items of discussion.

Mrs. Pinson presented the Budget vs. Actual report. Notable items discussed included the following:

1. Legal services, item 2300300 included expenses for last year and this year.
2. Professional services under school admin expense, item 2400300, included architectural expenses.
3. Admin expendable equipment, item 2400815, requires moving of some expenses to other, more appropriate items.

The Budget vs. Actual report is showing areas to be addressed in a forthcoming budget amendment.

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

Mrs. Harrod reported that the Title I budget was submitted for approval to the state.

The Bank of Camilla recommended use of IntraFi to disburse funds to other banks within FDIC limits. Mr. Brooks explained that this was a common practice. The members had no objections.

The Finance Committee will make a recommendation to the Governing Board to place funds in CDs and money market accounts based on rates quoted from Bank of Camilla, Pelham Banking Company, and Edward Jones. Using Edward Jones will require confirmation that no conflict of interest exists with Mr. Brooks.

Mr. Hilliard reported that the time had come for formal entry into the new Middle School financing process, and he will secure an estimate from the architect.

In the proposed budget for the \$80,429.00 facility grant award, the recommended use is for mobile unit leases.

The proposed budget for the \$50,000.00 safety grant includes the following:

1. \$40,712.51 for automatic locks
2. \$3,750.00 for an ID maker
3. \$2,445.26 for an emergency radio to communicate with county emergency agencies
4. \$3,092.23 for fencing repairs and upgrades

Mr. Burkett provided an update on the warehouse construction. Construction is in progress and the Contractor recommended a \$6,800 change order to add ramps. The members concurred.

Mr. Hilliard reported that the architect expected to complete review plans for the new MS building by Friday, November 11th.

The current phase athletic complex renovation work is mostly complete. Additional work remains on the other two ball fields.

The members discussed renovations to the elementary outdoor restrooms. A second proposal from MetroPower was less than the Wetherald Associates proposal but was not as comprehensive.

The Finance Committee meeting adjourned at 7:25 PM.

Respectfully submitted,

John Hilliard