

## CMES Finance Committee Agenda/Minutes

July 18, 2024

2:00 PM – 3:00 PM

**CMES:** Carolyn Ganz, Finance Committee Chair; Julaine Roffers-Agarwal, Board Chair; Rohan Chougule, Board Member; Alyssa Schwartz, HOS; Chris Bewell, Director of Business Operations

**Dieci Finance:** Joe Aliperto; Chelsey Jenkins-Daley

1. Review June financial statements (Joe) (30 minutes)

The financial statements were not delivered prior to the meeting so Joe, Alyssa and Chris went through them for us. Alyssa and staff are working hard to use the ESSER III money which will go away at the end of September. Uses so far include drums, art supplies and possibly the Osprey Wild bus.

2. Review donations received in June (5 minutes)

A gift of \$903.74 through PayPal Giving was processed during the month of June.

3. Finalize Finance Committee Charter update (30 minutes)

Carolyn presented a revised Finance Committee Charter and Funding Request Procedure, based on comments received over the past few months. There was discussion of the review of non-budgeted items. It was also determined the salary review would not be in the Charter but would be discussed separately at a later date (since hiring and salaries have already been set for this school year.) In the Funding Request procedure, Alyssa requested that either she or Chris be at the Committee or Task Force level, as it would be onerous for both of them to be at all meetings. This change we made. It was also added that such approved requests be submitted to the Board Chair as well as the Finance Committee for informational purposes.

The finalized Charter will be submitted to the full Board for approval at the August or September meeting.