



Environmental Charter Schools

Finance Committee Meeting

Date and Time

Friday March 23, 2018 at 8:30 AM PDT

Location

ECHS Auxiliary Space, 2625 Manhattan Beach Blvd. Suite 100, Redondo Beach, CA 90278 / Zoom: Join from PC and Mac: <https://zoom.us/j/959381494> Or Telephone: +1 669 900 6833 (Meeting ID: 147 466 498)

Finance Committee Members

Tracy Bondi - Chair
Jenni Owen - Co-Chair
Ken Deemer
Bruce Greenspon
Dorothy Lee

Finance Committee Charter

- Provides financial oversight for the organization
- In conjunction with staff and other stakeholders, develops an annual operating budget and recommends for board approval
- Monitors adherence to budget and recommends changes, if necessary
- Sets long-term financial goals with funding strategies to achieve them
- Considers special, unbudgeted requests and make recommendations to board
- Develops multi-year operating budgets that tie to strategic plan
- Ensures adequacy of financial controls and monitor for compliance
- Ensure Financial literacy of Board Members by providing training

Goals for 2017-2018

- Hold a yearly ECS financial training course
- Ensure adequate financing for the facilities development in Inglewood
- Ensure salary schedules and benefits are supportable and sustainable
- Assist in determination of auditor evaluation and choice of auditors for 2018-19 audit

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

Agenda

	Purpose	Presenter	Duration
I. Opening Items			
A. Record Attendance and Guests		Tracy Bondi	1 m
B. Call the Meeting to Order		Tracy Bondi	1 m
C. Approve Previous Meeting Minutes	Approve Minutes	Tracy Bondi	2 m
<ul style="list-style-type: none"> • Minutes from Finance Committee meeting on November 17, 2017 			

II. Presentations from the Floor

A. Presentation from the Floor on Non Agenda Items	Discuss		3 m
---	---------	--	-----

At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board. Non-English speakers utilizing translators will be granted six minutes to make a presentation to the committee.

B. Presentations from the Floor on Agenda Items	Discuss		3 m
--	---------	--	-----

Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation. Non-English speakers utilizing translators will be granted ten minutes to make a presentation to the committee.

III. Discussion Items / Updates

A. EdTec Financial Update	FYI	Dorothy Lee	15 m
----------------------------------	-----	-------------	------

EdTec financial update is [here](#).

ECHS Feb 18 financials is [here](#).

ECMS-G Feb 18 financials is [here](#).

ECMS-I Feb 18 financials is [here](#).

B. Fundraising YTD Update	FYI	Julie Vo	5 m
----------------------------------	-----	----------	-----

Fundraising update is [here](#).

Also, you may wish to view [2017-2018 Development Dashboard](#) for further information.

- | | | | |
|--|---------|-------------|------|
| C. Discuss higher Interest Bearing investments for ECHS, Greenspon scholarship, investment club at ECHS | Discuss | Tracy Bondi | 10 m |
|--|---------|-------------|------|

The following items are being considered and staff would like initial committee feedback:

1. Higher Interest Bearing investments for ECHS / Greenspon scholarship endowment
2. Investment club at ECHS

IV. Action Items

- | | | | |
|--|---------|-------------|-----|
| A. Recommend Approval of Second Interim Financial Reports | Discuss | Dorothy Lee | 5 m |
|--|---------|-------------|-----|

ECHS Second Interim financial report is [here](#).

ECMS-G Second Interim financial report is [here](#).

ECMS-I Second Interim financial report is [here](#).

- | | | | |
|---|------|-------------|-----|
| B. Recommend Acceptance of Jan, Feb 2018 Check Registers | Vote | Tracy Bondi | 2 m |
|---|------|-------------|-----|

January 2018 check register is [here](#).

February 2018 check register is [here](#).

- | | | | |
|---|------|-------------|-----|
| C. Recommend Acceptance of Dec - Feb Private Donations Over \$1000 | Vote | Tracy Bondi | 2 m |
|---|------|-------------|-----|

Private donations list is [here](#).

- | | | | |
|---|------|-------------|------|
| D. Recommend FY 17/18 - 19/20 Audit Proposal | Vote | Tracy Bondi | 15 m |
|---|------|-------------|------|

Recommend approval of CLA proposal for 3 year agreement for audit services [here](#). Total expected cost of FY 17/18 audit + Form 990 = \$21,825. Outgoing years will be capped at no more than 3% increase.

V. Closing Items

- | | | | |
|---------------------------|------|-------------|-----|
| A. Adjourn Meeting | Vote | Tracy Bondi | 1 m |
|---------------------------|------|-------------|-----|