



Environmental Charter Schools

Finance Committee Meeting

By Teleconference/Zoom

Date and Time

Friday January 20, 2023 at 8:30 AM PST

Location

Zoom: <https://us02web.zoom.us/j/86746735522?pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTK5Zz09>

Alternative access:

- Two-way Teleconference Location: 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278
 - Call-in only: (669) 900-6833 (Meeting ID: 867 4673 5522, Passcode: 425920)
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Finance Committee Members

Tracy Bondi - Chair

Farnaz Golshani-Flechner

Denise Berger

Bruce Greenspon

Alison Diaz

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
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- 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 2022-2023

Engage board in a critical assessment of the budget as it relates to organizational priorities and goals

Hold a yearly ECS financial training course

Ensure school budgets and cash flows are transparent, supportable, and sustainable

Support ECHS #2's financial objectives in the facilities development and school startup process

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.

PUBLIC SPEAKERS AT STANDING COMMITTEE MEETINGS

Notice is hereby given that consistent with the requirements of the Ralph M. Brown Act, special presentations not mentioned in the agenda may be made at this meeting.

However, any such presentation will be for information only. The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

Environmental Charter Schools recognizes that it benefits greatly from public input and perspective. Individuals are invited to address the Committee on any topic or subject matter that falls within the Committee's purview. Speakers may sign up in person immediately prior to the beginning of the Committee meeting by speaking with the Committee Chair.

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each). Please note that the Committee allows a maximum of 10 minutes to each subject as determined by the Committee Chair.

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

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 (310) 214-3408, option 5.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at (310) 214-3408, option 5.

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:30 AM
Opening Items			
A. Record attendance and guests		Tracy Bondi	1 m
B. Call the Meeting to Order		Tracy Bondi	1 m
C. Approve agenda	Vote	Tracy Bondi	1 m
 II. Presentations from the Floor			 8:33 AM
A. Presentation from the floor on non agenda items	FYI		
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B. Presentations from the floor on agenda items	FYI		
Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).			
 III. Discussion Items / Updates			 8:33 AM
A. 22/23 EdTec Financial Update	Discuss	Dorothy Lee & Jair Ventura	35 m
• 22/23 Financial Update			

	Purpose	Presenter	Time
<ul style="list-style-type: none"> • ECHS-L Income and Cash Flow Statements • ECMS-G Income and Cash Flow Statements • ECMS-I Income and Cash Flow Statements • ECHS-G Income and Cash Flow Statements 			
B. Discussion: fiscal cliff cutbacks	Discuss	Farnaz Golshani-Flechner & Tracy Bondi	10 m
IV. Consent Items A-C			9:18 AM
A. Recommend board approval of private donations over \$1,000	Vote	Farnaz Golshani-Flechner	3 m
<ul style="list-style-type: none"> • List of private donations over \$1,000 			
B. Recommend board approval of check registers and credit card statements	Vote	Tracy Bondi	
ECS management certification: ECS management attests to having reviewed and approved the individual line items on the attached check registers and credit card statements in accordance with current ECS Financial Policies.			
<ul style="list-style-type: none"> • Check registers: August 2022, September 2022, October 2022, November 2022 • Credit card statements: August 2022, September 2022, October 2022, November 2022 			
C. Recommend board approval of contracts	Vote	Jeremiah David	
<ul style="list-style-type: none"> • ECHSL - MBA Mechanical Room 146 HVAC Replacement Proposal <ul style="list-style-type: none"> ◦ Staff analysis: capital expenditure within school facilities budget and consistent with multi-year capital improvements plan at ECHS-Lawndale. • ECHSG - Naturalists at Large 10th Grade Outdoor Education Trip Contract <ul style="list-style-type: none"> ◦ Staff analysis: contract cost within school outdoor education budget. 			
V. Action Items			9:21 AM
A. Recommend board approval of revised Lawndale Properties LLC Lease Agreement	Vote	Alison Diaz	3 m

Purpose Presenter Time

- [Revised Lawndale Properties LLC Lease Agreement](#) with redlined changes to only Exhibit B - Base Rent (PDF page 20).
 - Rent adjusted to match recent fair market rent appraisal

B. Recommend board approval of revised Yukon LLC Sublease Agreement Amendment Vote Alison Diaz 3 m

- [Revised Yukon LLC Sublease Agreement Amendment](#)
 - Revised description of premises to more clearly describe the premises subject to the Sublease

VI. Closing Items **9:27 AM**

A. Appreciations Discuss All Attendees 2 m

B. Adjourn Meeting Vote Tracy Bondi 1 m