

California Montessori Project
Minutes of the Governing Board Finance Committee Meeting
December 7, 2023; Conference Call

Meeting Information

- **Date:** Thursday, December 7, 2023
 - **Time:** 9:00 a.m.
 - **Location:** Conference Call
 - **Join Zoom Meeting**
<https://us02web.zoom.us/j/83236753795?pwd=d3Q0L0hVWjNGZ0hzZ1doMm9KMm9KMGxaUT09>
Meeting ID: 832 3675 3795; Passcode: EEmPk6
 - **Emergency Contact:** Brett Barley (408) 489-3906 or Carrie Klagenberg (916) 971-2432 ext. 100
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The CMP Governing Board Finance Committee and employees of California Montessori Project shall meet via Teleconference pursuant to Executive Orders N-25-20 and N-29-20, with one or more Board members participating from remote locations via telephone or other electronic means. Voting at this meeting shall be by roll call. This meeting will be accessible to members of the public via the above teleconference call number.

Members of the public who wish to comment during the Board meeting must submit public comment through the Google Form here: [Request to Address the Governing Board](#). The form can also be located on the Governing Board Page of the [CMP Website](#).

If you wish to submit a public comment on more than one agenda item, please submit a separate form for each item on which you are commenting.

All public comments will be limited to three (3) minutes which is approximately 1,800 characters. All written comments that are not read into the record will be provided to the board members for review. Please be aware that written public comments, including your name, may become public information. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

Under the Ralph M. Brown Act, the board is unable to respond to any individual comments or questions regarding items not on the agenda; however, the board listens carefully to all public comments and appreciates community input and participation.

Access to Board Committee Materials: A copy of the written materials, which will be submitted to the Board Committee, may be reviewed by any interested persons on the California Montessori Project’s website along with this agenda, following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (916) 971-2432 ext. 100. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

Agenda

Meeting Call to Order and Roll Call: 9:00 am

Governing Board Finance Committee Members Names and Titles for Roll Call	
x	Julia Sweeney – Business Representative 1
x	Bob Lewis – Business Representative 2
x	Scott Richards – Community Representative

Communication from the Public

- **Public Comment:** None.

Consent Items:

All matters listed on the Consent Agenda are considered by the Finance Committee to be routine and will be enacted by the Committee in one motion. There will be no discussion on these items prior to the time the Committee votes on the motion unless members of the Committee, staff, or public request specific items to be discussed and/or removed from the Consent Agenda. If items are pulled for discussion, a separate vote will occur on the item(s). The Superintendent and staff recommend approval of all Consent Agenda items.

- **Draft Finance Committee Minutes September 7, 2023** (Attachment 2a)

Bob Lewis made a motion to approve the Consent Agenda, noting these are the final minutes of the September 7, 2023 meeting. Scott Richards seconded the motion. Roll call vote: 3-ayes, 0-noes, 0-absent; motion carries.

Governing Board Finance Committee Members Names and Titles for Roll Call	
x	Julia Sweeney – Business Representative 1
x	Bob Lewis – Business Representative 2
x	Scott Richards – Community Representative

Informational Items:

- **Financial Update:** Sabrina Silver and David Suraci (EdTec) provided a review of the 22-23 audited numbers for all CMP sites, and first interim financials for 2023-2024 for all CMP sites.

Discussion Items: None

Meeting Adjournment 10:04 am

- **Recommendation:** The Finance Committee is requested to approve the adjournment of the December 7, 2023 meeting.

Julia Sweeney made a motion to approve the adjournment of the December 7, 2023 Finance Committee meeting. Bob Lewis seconded the motion. Roll call vote: 3-ayes, 0-noes, 0-absent. Motion carries.

Governing Board Finance Committee Members Names and Titles for Roll Call	
x	Julia Sweeney – Business Representative 1
x	Bob Lewis – Business Representative 2
x	Scott Richards – Community Representative

Upcoming Finance Committee Meetings:

- **March 7, 2024:** Review 23-24 second interim financials and assumptions/draft budget for 24-25
- **May 2, 2024:** Review 23-24 financials through March and draft of 24-25 budget
- **June 6, 2024:** Review 23-24 financials through April and final 24-25 budget

Public Notices

A video or audio tape recording may be made at any Board meeting. A recording is being made at the beginning of the meeting, and the recorder shall be placed in plain view of all persons present, insofar as possible.