

## **MEETING MINUTES**

**Name of Foundation:** Georgia Charter Education Foundation

**Board Meeting:** Georgia Charter Education Foundation Finance Committee Meeting

**School(s):** Coweta Charter Academy at Senoia

*The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
February 10, 2022	4:02pm	4:58pm	March 17, 2022	4:00pm	Anna Nuckolls
<b>Meeting Location:</b>					
Zoom Meeting Coweta Charter Academy 6675 Hwy 16 E Senoia, GA 30265					

<b>Attended by:</b>	
<b>Committee Members:</b> Maggie Peters, Treasurer Margarette Coleman, Director Mary Knight, Director  <b>Absent:</b>	<b>Other Attendees:</b> Christine Locrotondo, Financial Analyst, CSUSA Victoria Cervantes, Grants Coordinator, NEI Reagan Hage, NEI Anna Nuckolls, CCAS School Enrollment Administrator, Board Liaison Lakela Johnson, CCAS School Operations Administrator Beth Duncan, Board Director

### **CALL TO ORDER**

*Pursuant to public notice, the meeting commenced at 4:02pm with a Call to Order by Committee Head, Maggie Peters. Roll call was taken, and quorum established.*

#### **I. FINANCE COMMITTEE**

- **HVAC Quote Update**
  - Reagan Hage, NEI, gave the board an update on the HVAC quotes. ABC Mechanical no longer wished to be considered for service but would leave their bid in to fill the three-quote threshold needed for grant funded services. The committee members expressed a desire to obtain another local quote for services to Reagan Hage.
- **Tax Credit Update**
  - Reagan Hage, NEI, provided an update to the board regarding the tax credit, since the last board meeting in January. CCAS did not meet the first test to receive the tax credit. They are in the process of reviewing if CCAS will qualify for the second test, Governmental qualitative order by assessing enrollment and staffing trends and other requirements to determine if CCAS qualifies.

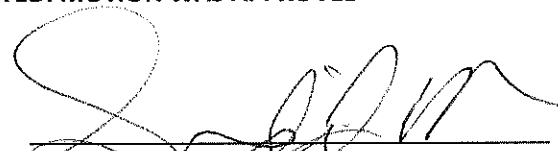
- **Construction/Modular Update**
  - Reagan Hage, NEI, provided an update to the board regarding the construction and purchase of the modular. Since the last meeting, Mr. Hage provided board members the bids received on the work, including an updated bid from the original estimate. Both quotes have increased substantially since the last quote given in December. The companies that the board members requested bids from requested more details of what is needed to submit bids. The board will set up a meeting with Mr. Hage to inquire more details for those companies.
- **Grant Update**
  - Lakela Johnson, CCAS School Operations Administrator, provided the board an update on the Grants and answered all questions from the committee members.
- **CPF Finance Metric Review**
  - Reagan Hage, NEI, provided a breakdown of the CPF Finance Metric. Mr. Hage walked through the CPF Finance Metric line by line and the forecasted points to receive based of historic. Historically, the school has been in the range of 55-70 total points. Mr. Hage provided advice on which metrics would likely yield more points to help the school achieve its goal of 80+ financial points.
- **Expectation for Information**
  - The board is requesting from CSUSA a line by line breakdown of all revenues and expenses in the school. Mr. Hage told the board can have access to the school accounts to view them. Mr. Hage informed the board that as this is a unique request he would have to inquire about the ability to produce a line by line breakdown.


## II. PUBLIC COMMENTS

- Offered for public comments
  - No outside attendees to provide comments.

## III. ADJOURNMENT

**MOTION: MOTION WAS MADE BY MARGARETTE COLEMAN AND SECONDED BY MARY KNIGHT TO ADJOURN AT 4:58pm THE FEBRUARY 10, 2022, GEORGIA CHARTER EDUCATION FOUNDATION BOARD FINANCE COMMITTEE MEETING, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

  
Sandi Moshey, Board Chair  
Date: 2/22/22

  
2/22/2022