## AGENDA

**Hmong College Prep Academy**
**Finance Committee Meeting**
**Monday, November 20, 2023**
**3:30 pm – 4:00 pm**
**Location:  Google Meets**

**Google Meets Link:** meet.google.com/kne-zudo-hzu

**Purpose:**  The general purpose of the Finance Committee is to oversee the financial health and to ensure fiscal responsibility of the school and personnel on the behalf of the board and all public stakeholders of the school.

| AGENDA: | LEAD: |
|---|---|
| 1.  October Financial Report/Supplemental Information | CLA |
| 2.  Audit Final - bond EMMA report in progress | CLA/CFO |
| 3.  MDE CAP– closed - informational | CFO |

Some members may be participating via electronic means

**All that a school should be.**

**HCPA FINANCE COMMITTEE MEETING MINUTES**

| | | |
|---|---|---|
| **Meeting Date:** | Monday, November 20, 2023 | |
| **Type of Meeting:** | Committee Meeting | |
| **Started Time:** | 3:31 PM | |
| **Adjourned:** | 3:44 PM | |

**Location:** Hmong College Prep Academy - Board Room
**Minutes:** Chong Her, HCPA Business Manager
**Facilitator:** David Kloskin, HCPA CFO

**Purpose:** The general purpose of the Finance Committee is to oversee the financial health and to ensure fiscal responsibility of the school and personnel on the behalf of the board and all public stakeholders of the school.
 I.   **CALL TO ORDER:**  David Kloskin, HCPA CFO, called the meeting to order at 3:32 PM CST
II.   **Roll Call:**

| Y | N | Name |
|---|---|---|
| X | | Jenee Nordstrom, HCPA Assistant Director 6-12 via google meets |
| X | | Chong Her, HCPA Business Manager via google meets |
| X | | David Kloskin, HCPA Chief Financial Officer via google meets |
| X | | Guest- Nichole Schmidt, Financial Consultant, CLA via google meets |
| | X | Ge Vang, HCPA Board Treasurer |

Note Taker:  Chong Her

**All that a school should be.**

**III.** **Agenda items**

1. October 2023 Financial Report/Supplemental Information
   - *Presented Nichole Schmidt*
   - Cash is extremely strong
   - Old lease aid until the end of October, waiting on 1 board member
   - Original budget included at this time since audit was not finalized
   - Food service fund has been updated with all the salaries

2. Audit Final
   - *Presented Nichole Schmidt and David Kloskin*

3. MDE CAP – Closed
   - *Presented by David Kloskin*
   - Timecard logs with Blia Her will have documentation with times and dates
   - Separate employee daily workload based on what they are doing
   - Further explore options with Paylocity with clocking in and out to be able to track different duties

All that a school should be.