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JAMES ISLAND CHARTER HIGH SCHOOL

FINANCE COMMITTEE

FINANCE MEETING SEPTEMBER 2022 MINUTES

MONDAY SEPTEMBER 12TH, 2022 @4:00 PM

1000 FORT JOHNSON RD

PROJECTED DURATION: 1 HOURS AND 12 MINUTES

ATTENDANCE SUMMARY

Name	Status	Arrival Time	Departure Time
Yolanda Chisolm	present	On Time	At Adjournment
Andrew Drake	present	On Time	At Adjournment
Timothy Thorn	present	On Time	At Adjournment
Henry Meeuwse	present	On Time	At Adjournment
Carrie Holland	present	On Time	At Adjournment

## WELCOME AND CALL TO ORDER

The meeting was called to order at 4 PM by Mr. Thorn.

## APPROVAL OF MINUTES

### Passed Motion:

Motion to Approve the August Finance Meeting Agenda

By: **Henry Meeuwse** Seconded by: **Andrew Drake**

### Discussion:

There was no notable discussion on the motion.

## FINANCIAL STATEMENT

Andrew Cilone from Prestige presented the August Financial Statement.

- Adjustment to project codes and placements of positions (administrative staff, security staff, day porter, etc.)
- Property Services (energy costs, etc)
- Transportation costs (FY 22, FY 23)
- Per Pupil Allocation (District 3 enrollment, current JCHS enrollment)
- Audit has been completed.

## APPROVAL OF FINANCE AGENDA

So that there is an agreement between committee members on the agenda, and the amount of time spent on the meeting, the committee shall vote to approve an agenda for the meeting. To the best of its ability, it will follow that agenda, and allow for the chair to move through agenda as specified.

### **Passed Motion:**

Motion to approve the September Finance Agenda.

By: **Andrew Drake** Seconded by: **Henry Meeuwse**

### **Discussion:**

There was no notable discussion on the motion.

## PURCHASE OF ACTIVITY BUSES

Purchase two new activity busses- \$340,000

### **Passed Motion:**

Motion to recommend purchase of two activity buses.

By: **Henry Meeuwse** Seconded by: **Andrew Drake**

### **Discussion:**

Capitol Outlay expenditure.

## 21-22 SUBSTITUTE EXPENSE REVIEW

The FY 22 expenditures were close to \$200k. We would like to see improve staff attendance to bring these costs down.

## STAFF ATTENDANCE INCENTIVE PROGRAM

For approval.

### **Passed Motion:**

Motion to introduce the Staff Attendance Incentive Program to the Board of Directors at the September meeting.

By: **Andrew Drake** Seconded by: **Henry Meeuwse**

**Discussion:**

There was no notable discussion on the motion.

## CLINIC FURNITURE QUOTE

For approval. \$25,515.59

**Passed Motion:**

Motion to approve the expenditure for clinic furniture.

By: **Andrew Drake** Seconded by: **Yolanda Chisolm**

**Discussion:**

There was no notable discussion on the motion.

## VOTING MEMBERS

Discussion on who the voting members are on the Finance Committee.

**Passed Motion:**

Two administrators, the Finance staff, and Finance Chair from the Board of Directors will be the sole voting members of the Finance Committee.

By: **Andrew Drake** Seconded by: **Henry Meeuwse**

**Discussion:**

There was no notable discussion on the motion.

## PURCHASE AN EVOLV TECH SYSTEM

For Athletics- \$135,000

**Passed Motion:**

Motion to recommend the purchase of the Evolv Tech security system for after school and athletic events.

By: **Andrew Drake** Seconded by: **Henry Meeuwse**

**Discussion:**

Capitol Outlay expenditure.

# COMPLETE CLEANING 3-YEAR CONTRACT

For approval. \$609,364.08

## **Passed Motion:**

Motion to recommend renewing the Complete Cleaning contract through the end of the FY 23.

By: **Andrew Drake** Seconded by: **Yolanda Chisolm**

## **Discussion:**

30% Increase in prices.

# THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 5:37 pm.

## **Passed Motion:**

Motion to adjourn

By: **Andrew Drake** Seconded by: **Henry Meeuwse**

## **Discussion:**

There was no notable discussion on the motion.