



## CITIZEN'S BUDGET OVERSIGHT COMMITTEE

SEPTEMBER 16, 2020 – via Zoom

### Minutes

*Members Present: Kevin Lair, Eric Williams, Bill Ray, Richard Riggs, Yana Moughan*

*Members Absent: Amber Gagliola*

*Others Present:*

- I. It was determined that a quorum was present, and the meeting was called to order at 4:02pm.
- II. **Review of minutes from previous meeting**
  - The committee reviewed the June 2020 meeting minutes and voted unanimously to approve the minutes with two minor corrections (Eric Williams motion, Bill Ray second).
- III. **Committee member update**
  - No updates.
- IV. **Review of Year End Finances & Budget**
  - Bill Ray presented the August 2020 Financial Report, noting the following highlights:
    - The School is expecting to meet all financial performance framework ratios for FY 2020. The audit report will be reviewed at the October 2020 meeting.
    - The School has 62 days cash on hand as of 6/30/20.
    - Based on the preliminary budget, the School is projected to meet all ratios for FY 2021 except for annual margin. The requirement is to have a positive annual margin, but the School is projecting small deficit. However, this deficit is due to depreciation expense, which is a non-cash expense. The School is still projecting a positive cash flow and change in general fund balance.
    - The School's preliminary budget is a break-even budget based off enrollment of 475 students. Actual enrollment is projected to be 495-500. Therefore, the revised budget will include a small surplus.
    - One substantial unbudgeted expense was incurred to date - \$30k for ant-racism training for Freire Network Leaders (including 8 leaders at Freire Charter School Wilmington). This expense is expected to be around \$45k and will be included in the final budget.

- Certain new expenses are incurred during virtual learning, such as additional IT support. However, this will offset against other costs that are not incurred, such as facility supplies. Overall, expenses are expected to be slightly lower during virtual learning than if the School was physically opened.
- A detail of all expenses paid in July and August 2020 were reviewed. No unusual expenses were identified.

**V. Other Matters**

- The FY 2021 CBOC calendar was presented. The committee voted to unanimously approve the schedule (Eric Williams motion, Kevin Lair second).
- Kevin Lair presented an update on the start of the School year, noting that attendance has been strong.

**VI. Next Meeting**

- The next CBOC meeting is scheduled for October 21, 2020 at 4:00 PM via Zoom. Zoom meeting info will be posted on the School's website.

**VII. Adjournment – The CBOC adjourned at 4:47 p.m.**