

TCSA Finance & Facility Committee Meeting Minutes 9/18/2017

1. CALL TO ORDER

- Meeting was called to order at 6:09pm

A. Roll Call

- Member Present: Mr. Stilwell, Mr. Marshall, Mr. Williams, Ms. Williams, and Mr. Diebold

2. REPORTS AND/OR RECOMMENDATIONS

A. Review Budget

- The Committee discussed possible amending the budget as it is currently based on a student count of 320. The committee tabled this for now and will revisit at a later date.

B. Construction Updates and Payments

- R Pride has completed construction in the Gym facility's and has one payment of \$15,750 remaining on the original contract as well as an additional roughly \$15,000 in other contracted projects that have been completed.
- The fire Alarm system installation has an anticipated completion of this week. We were granted a 2-week extension by the Fire Marshal to have the system installation completed.

C. Line of Credit for Regions

- We have transferred \$10,000 from the regions line of credit to our operating account to facilitate the purchase of needed computer equipment for teachers and staff.

D. Review Letters of Engagement form CARR RIGGS & INGRAM

- Representatives from CRI presented to the committee letters of engagement...due to the additional State mandated Audit Procedures the anticipated cost of the contract with CSI will increase roughly \$10,000. The committee reviewed the letters and engaged in open discussion. The line item in the budget for CSI will be reviewed for adjustment due to the increase projected. A motion to present the Letters to the board for final approval was made by Mr. Stilwell and 2nd by Mr. Marshall...the motion was unanimously approved.

3. OTHER COMMITTEE ACTIONS

A. Establish parent volunteer dates to do minor clean up and repairs.

- A parent volunteer date of 9/30/17 was set to be in line with the board meeting and the PAC election. Projects to be focused on are the swing set refurbishment and ramp construction for gym access. We will also focus on many minor projects and maintenance.

4. PUBLIC INPUT

- The board opened the floor for public input but none was presented.

5. ADJOURNMENT

- Being that there was no further business the meeting was adjourned at 6:32pm