



Inspiring Dreams. Growing Possibilities.

Finance Committee Meeting Minutes

June 15, 2023

10:00 am | In Person & Zoom

Members Present

Tim Houghton, Chair
Judy DeLuca-Ford
Joe White
Brian Phillips
Glen Schuster

Staff Present

Debbie Akins
Pam Thomas

Call to Order

Tim Houghton called the meeting to order at 10:05 am. The Finance Committee meeting is a public meeting, and the meeting details are available on The Biome School website.

Agenda Items

A. Approve Minutes

Tim called for a motion to approve the minutes from May 18th meeting, motion was approved & seconded, motion carried.

B. Review Monthly Financial

Tim stated he was comfortable with the May 2023 financials and unless others wanted to discuss, we would move on to the 2023-24 budget draft. No further discussion of May 2023 financials occurred.

C. 2023-24 Budget Draft

- I. During Debbie's presentation of the budget draft, the following items came up for discussion:

Debbie stated that we are working with UHY and their recommendations to apply or not for this funding. TBEG is not expected to apply for the funding, however, UHY feels we have a good chance receiving the funding for the Biome School. Once UHY has received all documents needed from the Biome School, they will again review and if all is in order, UHY will proceed to complete the 941X form required on behalf of the Biome School.

- II. Judy stated that a correction be made on the letter drafted by the School from St. Louis Health Commission to St. Louis Health Division.
- III. The fundraising budget will be completed by Judy and Mark in the next week.



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- IV. Judy is not aligned with every TBEG employee receiving the same 4% increase and we should incorporate a merit value. Judy and Glen suggest using a merit matrix, Glen will send a version to Bill for consideration.
- V. Judy would like to see the turnover rate for school staff.
- VI. Judy believes starting the school year without security is imprudent after the playground incident. Adding full time security personnel to the staff as a hazard hire would be beneficial; the kids, staff and families would know him and offer a sense of security.
Brian believes that we need a full plan for security. Wants us to really think out plan potential, i.e., daily duties if security is hired. The group collectively feels security cameras make great sense.
- VII. Tim suggested we have a call June 29 to further discuss finalizing the budget. Pam will poll the committee members to see if that date works.

Adjournment

The meeting was adjourned at 11:07 am.

Respectfully Submitted,

DocuSigned by:

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Prepared By: Pam Thomas
Development Coordinator

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Approved By: Tim Houghton
Finance Committee Chair