**Finance Committee Meeting Minutes**

November 16, 2023

10:00 am | In Person & Zoom

**Members Present Staff Present**

Tim Houghton, Chair Bill Kent

Brian Phillips Pam Thomas

Glen Schuster Debbie Akins

Charlie Walch

Tom Donovan

**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**

1. **Approve Minutes**

Tim called for a motion to approve the minutes from October 5, 2023 meeting, motion was approved & seconded, motion carried.

1. **Intercompany Agreement**

Agreement was discussed, and a correction needs to be made that item 1.3 needs to be changed from price to cash. Contingent upon that change the agreement was moved, seconded and approved

1. **October 2023 Financials**

The October financials were previously reviewed, and the committee did not review a second time.

1. **Auditors Review**

The auditors were in attendance and reviewed preliminary results. The staff was then asked to leave and there was further discussion among the Committee Members and the auditors.

**New Business**

There was no discussion of new business.

**Adjournment**

The exact time of adjournment is unknown as the staff was released prior.

Respectfully Submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Prepared By: Pam Thomas Approved By: Tim Houghton**

**Development Coordinator Finance Committee Chair**