**Finance Committee Meeting Minutes**

January 18, 2024

10:00 am | In Person & Zoom

**Members Present Staff Present**

Tim Houghton, Chair Bill Kent

Brian Phillips Pam Thomas

Judy DeLuca-Ford Debbie Akins

Joe White

**Call to Order**

Tim Houghton called the meeting to order at 10:00 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 November 16, 2023 meeting, motion was approved & seconded, motion carried.

1. **December 2023 Financials**

Bill reviewed and stated that YTD we are doing good staying with budget. We are still waiting on the potential ERC funding, as the Biome is in queue for processing. In the event these funds are not approved or still in process, we have created a senior team consisting of Bill Kent, Debbie Akins, Mark Kent, Julie Harris and Carolyn Jordan working to reforecast our plan.

**New Business**

 There was no discussion of new business.

**Adjournment**

 The meeting was adjourned at 10:38 am.

Respectfully Submitted,

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

**Development Coordinator Finance Committee Chair**