



Inspiring Dreams. Growing Possibilities.

**Finance Committee Meeting Minutes**

October 3, 2024

10:00 am | In Person & Zoom

**Members Present**

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

**Staff Present**

Bill Kent  
Pam Thomas  
Debbie Akins

**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**

**A. Approve Minutes**

Tim called for a motion to approve the minutes from August 29, 2024 meeting, motion was approved & seconded, motion carried.

**B. Review Financial Packet**

Bill Kent stated that we are in good shape with revenue and expenses. The Financial packet was reviewed, questions were asked and answered. Judy and Bill also discussed Mark Kents fundraising success this school year. There was further discussion on investment options which Charlie and Joe will explore for our next meeting.

**C. Simmons Line of Credit**

The terms of the loan were discussed; a decision was made to push back to Simmons on LOC agreement. Joe White will address with Simmons.




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**New Business**

Tim Houghton has decided to retire from the Finance Committee.

**Adjournment:** The meeting was adjourned at 10:43 am.

Respectfully Submitted,

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**Prepared By: Pam Thomas**  
**Development Coordinator**

DocuSigned by:  
  
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**Approved By: Tim Houghton**  
**Finance Committee Chair**