

## Minutes – For BCCS Board of Directors Meeting, January 18, 2023, held virtually via Zoom

Meeting called to order at 5:36 pm by Annie Scott

In Attendance:

Board: Olivia DeGennaro, Anthony Gay, Jonathan Gotterer, Dr. Joe Johnson, Jeanine Pocoski, Ana Rosa, Annie Scott, Lauren Stumpf, Maria Vega

Staff: Nancy, Landona, Barbara Ruggiero, Lily Zhao

Guest: Laura Callachan

Absent: Don Thompson

Public comments: None at this time.

Consent items:

Minutes from December 21, 2022, meeting were distributed via email.

Financials from November 2022 were distributed via email.

Motion to approve the consent items – Jeanine Pocoski; 2<sup>nd</sup> – Lauren Stumpf.

Motion carries with 7 votes in Favor, 0 votes Against, 0 votes Abstain.

Reviewed state renewal visit findings, observations, commendations, and BCCS response.

Overall positive feedback and recommendations.

Financial Management and Accounting policy updates:

1. Any Checks over \$5000 require 2 signatures.

Motion to approve the revision “Any checks over \$5,000 require 2 signatures – Lauren Stumpf; 2<sup>nd</sup> – Ana Rosa.

Motion carries with 9 votes in Favor, 0 votes Against, 0 votes Abstain.

2. Purchases of more than \$10,000 but less than \$25, 000. The Chief Operating Officer solicits quotations from at least three companies if the nature of the commodity or service permits effective competitive pricing and is feasible and to the advantage of the school.

Motion to approve the policy changes – Lauren Stumpf; 2<sup>nd</sup> – Olivia DeGennaro.

Motion carries with 9 votes in Favor, 0 votes Against, 0 votes Abstain.

3. Contracts of \$10,000 or more require 2 signatures. The Executive Director, Board Chair, and Treasurer are authorized to sign.

Motion to approve the policy changes – Ana Rosa; 2<sup>nd</sup> – Anthony Gay.

Motion carries with 9 votes in Favor, 0 votes Against, 0 votes Abstain.

4. Fixed assets inventory and disposal Policy updated to follow the requirements set forth by the Federal Uniform Guidance policy.

Motion to approve the Fixed Assets and Disposal narrative to ensure compliance with the inventory requirements included in the Federal Uniform Guidance policy – Lauren Stumpf; 2<sup>nd</sup> – Olivia DeGennaro.

Motion carries with 8 votes in Favor, 0 votes Against, 0 votes Abstain.

5. Motion to revise the Accounting Policies and Procedures Manual to reflect the changes discussed.

Motion to approve the policy changes – Lauren Stumpf; 2<sup>nd</sup> – Ana Rosa.

Motion carries with 8 votes in Favor, 0 votes Against, 0 votes Abstain.

Facilities update:

- Flat Roof on school-obtaining quotes
- Bldg. C restrooms updated

Laura Callachan, CTCSA: Info session in Hartford coming up.

Motion to adjourn the meeting. Ana Rosa; 2<sup>nd</sup> – Olivia DeGennaro.

Motion carries with 8 votes in Favor, 0 votes Against, 0 votes Abstain

Meeting adjourned at 6:50 pm

Next meeting: Wednesday, February 15, 2023, 5:30pm

Respectfully submitted by: Ana Rosa