



# FREIRE

## CHARTER WILMINGTON

### CITIZEN'S BUDGET OVERSIGHT COMMITTEE

JANUARY 20, 2021 – via Zoom

#### Minutes

*Members Present: Kevin Lair, Bill Ray, Richard Riggs,  
Members Absent: Yana Moughan, Eric Williams, Amber Gaglioli  
Others Present:*

- I. A quorum was not present. The meeting was called to order at 4:05pm. All voting items were suspended until the next meetings.
- II. **Review of minutes from previous meeting**
  - October 2020 minutes will be approved at the March 2021 CBOC meeting when a quorum is present.
- III. **Committee member update**
  - No updates.
- IV. **Review of Final FY 2021 Budget**
  - Bill Ray presented the Final FY 2021 Budget, noting the following highlights.
    - The budget includes all federal COVID relief grant revenues and expenses.
    - The final budget nets a surplus of \$38k.
    - The final budget includes a one-time \$300k discretionary loan payment on the School's loans. This discretionary loan payment will be funded using prior year surpluses.
    - Due to the discretionary loan payment, the School will not meet the Debt Service Coverage Ratio or Days Cash on Hand Ratio requirements in the Financial Performance Framework. However, the School will have the opportunity to provide an explanation that the ratios were not met due to a one-time strategic decision.
    - The final budget did not include any increase in personnel.
    - The final budget was based off of 501 students, representing just over 100% enrollment.
    - Significant changes in individual expense accounts compared to the preliminary budget were reviewed.

**V. Review of December 2020 Financial Report.**

- Bill Ray presented the December 2020 Financial Report, noting the following highlights:
  - The School's \$900k in loans with Barclays Bank (which were used to fund the leasehold improvements of the School) mature in August 2021. The School is in discussions with the bank to refinance these loans.
  - No major revenue or expense variances were noted because the final budget was recently approved. All new expenses not included in the preliminary budget are properly budgeted for in the final budget.
  - A detail of all expenses paid in October through December 2020 were reviewed. No unusual expenses were identified. Richard Riggs requested a separate report with all P-Card transactions in future reports.

**VI. Next Meeting**

- The next CBOC meeting is scheduled for March 17, 2021 at 4:00 PM via Zoom. Zoom meeting info will be posted on the School's website.

**VII. Adjournment – The CBOC adjourned at 4:32 p.m.**