

D'Arbonne Woods Charter School
9560 Hwy 33
Farmerville, LA 71241
Finance Committee Meeting Minutes
December 16, 2024

The meeting was called to order by Jan Coleman.

In attendance was Doug Postel - Executive Director, Jan Coleman - Business Manager and Kim Neese - Board President.

Ms. Coleman reviewed the Charter Newsletter and there were no items due in November or December to LDOE.

The reconciled bank statements for November were reviewed and signed by Ms. Neese.

Ms. Coleman presented those present with a list of checks and payments processed since the last meeting.

QSCB transfer was made by Ms. Coleman last week and will be reflected on the GL for December at the January meeting.

Federal grant reimbursements were submitted through October and PERs are up to date.

Personnel items on the agenda include resignation of one employee and hiring of a CECP for Softball.

Ms. Coleman led a review of the November General Ledger and Revenue Expense Reports. The General Fund had a deficit of (\$88,997.13). Merit pay was processed for all staff in November and a new server was also purchased. The Lunch Fund had a surplus of \$43,055.95 and the Capital Improvement Fund will run a deficit until a transfer is made from the General Fund later in the year. The year to date deficit is (\$103,472.89).

Respectfully submitted,
Jan Coleman