

**Santa Ynez Valley Charter School
Board of Directors' Meeting Minutes
Monday, February 4, 2013
Multi Purpose Room, 5:30 p.m.**

Public Comment during Public Communications is encouraged and welcomed. Total time per speaker is limited to three minutes. Please be advised that, pursuant to State Law, any member of the public may address the Board of Directors concerning any item within the jurisdiction of the Board. Please be aware that Items on the Consent Calendar are considered to be routine and are normally enacted by one vote of the Board of Directors. If you wish to speak on a Consent Calendar Item, please do so during the Public Communications.

Present: Colleen Million, Brooke Blunt, Chrystine Urban, Kelly Scott, Melanie Sutton-Hodgon, Genevieve Beard, John Porter
Absent: Jim Brown, Leah Warson

5:30 PM

1. *Discuss and approve \$5,000.00 temporary loan to PTSO for Auction Expenses to be repaid by May 31st, 2013*
 - Michaela Laza (ML) presented request for temporary loan for \$5K to fund start up Auction expenses. PTSO has taken over the Auction this year as a separate committee.
 - CM contacted accounting firm (Moss, Levy & Hartzheim, LLP) Pablo Torres emailed recommendation, *“A simple note to state the facts: the date, amount, payment, term, parties, involved signatures. I understand that money always from the PTSO to the Charter School, which will cover the payment of the loan and a lot more. These procedures are only to document that actual intent of the transactions”*.
 - JP brought up questions about interest charges if any. CM will inquire.

JP motioned to approve loan of \$5K to PTSO for “Auction start up funds” on a temporary basis with proper supporting documentation to be due May 31, 2013. Authorization for PTSO to retain \$5K as start up cost from money raised from April 2013 Auction. KS 2nd, unanimous
2. *Discuss and approve 2nd interim budget*

Proposed Budget 2012-2013 Adjustments February 4, 2013

Revenue:

 - #1 *Adjust Projected enrollment figures as follows:*
From 82 in K-3 to 80; From 72 in 4,5,6 to 72; 7,8 stays the same at 51
 - #2 *Adjust General purpose funding figures as follows:*
From \$5,043 in K-3 to \$5,076; From \$5,210 in 4,5,6, to \$5,153; From \$5,273 in 7,8 to \$5,308
 - #3 *Remove the line item “College and Santa Ynez School” under “Kitchen Income” thereby eliminating the \$72,000 in revenue.*
 - Kitchen Supervisors & Aides -\$21,320 , revised amount \$25,000

- Kitchen- Disposables -\$2,000; revised amount \$1,400
- Kitchen-Food -\$28,000; revised amount \$15,000
- Kitchen-Services +\$1,000; revised amount \$2,130
- Technology Equipment -\$26,315.19; revised amount \$88,684.81

Expenses:

1. #4 Change certificated salaries as follows:
From \$643,588.00 to \$639,313.50 change -\$4274.50
Employee benefits from \$231,189.47 to \$230,599.16; change -\$ 590.31
2. Special Ed Costs:
3. From \$109,885 to \$110,000 ;change + \$115

***KS motioned to make adjustments to budget as outlined above.; JP 2nd;
unanimous***