

**Ben Franklin Academy  
Finance Committee Meeting Minutes  
June 21, 2021**

The meeting was called to order at 6:10 PM.

In attendance: Ram Annamalai, Matt Brady, Halsley Hoff, Kevin Levenson, Adam Lucero, Connie Zoerink.

**May 2021 Financial Statement Review**

The Finance Committee reviewed the May 2021 financial statements, with further detailed discussions regarding the timing of the receipt and disbursement of the ESSER 1, 2, and 3 funds. The financial statements appear to be in line with expectations and the Committee recommends approval.

**Discuss Asset Management Policy**

The Committee reviewed the current Asset Management Policy, with the purpose of correcting a clerical error regarding the minimum level of cash on hand. The Committee had previously recommended that BFA maintain a minimum level of cash on hand at 4 months' operating expense in March 2019; however, the Policy currently on file did not reflect this same information but instead showed a minimum level of cash on hand at 6 months' operating expense. The Committee recommends approval by the Board of the Asset Management Policy as revised.

**Schedule 21/22 Finance Committee Meeting Dates**

The Committee is planning to meet on the following dates for the 21/22 year:

- Thursday 8/19/2021
- Thursday 9/16/2021
- Wednesday 10/13/2021
- Thursday 11/11/2021
- Thursday 1/13/2022
- Thursday 2/10/2022
- Thursday 3/10/2022
- Thursday 4/14/2022
- Thursday 5/12/2022

The meeting was adjourned at 7:20 PM.