

Holyoke Community Charter School
2200 Northampton Street
Holyoke, MA 01040
Board of Trustees

Minutes of HCCS Board of Trustees FINANCE SUBMCOMMITTEE Meeting- July 24th, 2024

Board Members In Attendance: Lina Rivera

Guests: Maria Rodriguez, Ryan Meek, Kyle Callender

I. Meeting called to order at 5:03 p.m. by Maria Rodriguez

II. Maria asked those in attendance if they had a chance to review May and June 2024, finance subcommittee meeting minutes that were sent and if there were any questions. There were not questions

III. Attendees reviewed financial statements:

Maria shared with the finance committee that the school had received close to over \$100,000 more on tuition than what was projected and that school received over \$800,000 on reimbursement for transportation. Lina asked about the sport expenses and budget. Maria shared that one major driver of the sport expense for FY24 is the cost of janitorial services since the school managed the GYM cleaning in house. Maria shared that the costs were offset with the funds that were raised at the events throughout the school year.

IV. New Business

Custodian Request Presented by Kyle Callender

Mr. Callender presented to the finance committee his proposal to hire instead of contract the school janitorial services. Maria shared with the finance committee that the school had gone out to bid in June and didn't receive any qualifying bid. He reviewed the proposal send to the board which included hiring a team 4 custodial staff to manage the janitorial services at the school.

4. Old Business

Facilities Request Presented by Kyle Callender (Key System)

Mr. Callender provided an update regarding the lock key card system being proposed for the purple building. The estimated cost of the key system for the GYM is \$20,488. Ryan Meek suggested that the school might want to look into using key cards schoolwide.

The meeting was adjourned at 5:30 p.m.

As prepared by Maria Rodriguez