

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

Minutes of HCCS Board of Trustees FINANCE SUBCOMMITTEE

Meeting-September 24th, 2025

Board Members in Attendance: Joshua Famiglietti, Lina Rivera

Guests: Maria Rodriguez, Ryan Meek, Kyle Callender

I. Meeting called to order at 5:02 p.m. by Maria Rodriguez.

II. Review Year-to-Date Budget vs. Actual

Maria asked those in attendance if they had a chance to review the August 2025 YTD Budget vs. Actual report, and if they had any questions. Joshua asked about the cost of postage, as it seemed that the school had already used half of its budgeted amount. Maria explained that at the beginning of the academic year, the school sends packages to all the families; after these packages are sent, this expenditure returns to normal levels.

Maria also shared with the finance committee that the school received a \$15,000 grant for the school food pantry from Stop & Shop.

III. School Sign

Mr. Callender presented to the finance committee a request to increase the budget line to purchase an electronic school sign. The school had budgeted \$40,000 for a new sign as part of their capital expenditures projects for 2025–2026. However, the quote the school received was for \$62,000.

Joshua asked about the ongoing maintenance cost and the warranty for the sign. Mr. Callender said that the warranty is 15 years and that maintenance is minimal, as any changes to the display can be made remotely. This electronic sign will allow the school to show pictures in real time.

IV. Old Business

Multi-Use Turf Field

Maria shared that a representative from Gale is working on an updated budget now that the city has given approval to move forward. Once the school receives the updated budget, they will approach the bank for approval.

Ryan explained that the current loan with TD Bank has a stipulation requiring that any capital expenditure project over \$750,000 be approved by the bank before proceeding.

Meeting adjourned at 5:31 p.m.