

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

Minutes of HCCS Board of Trustees FINANCE SUBMCOMMITTEE

Meeting October 22nd, 2025

Board Members in Attendance: Joshua Famiglietti, Lina Rivera, Leona Florek

Guests: Maria Rodriguez, Ryan Meek

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

- II. Maria asked the committee if they had the chance to review this month's financial statements and they responded that they had and had no questions. Josh noticed that there was a lot of costs for books this month. Lina shared that nothing stood out to her. Maria responded to Josh's finding, that the school get their books and materials before school starts and once the order comes in the invoice is received. She said she believes there are still a few invoices that might come in.

- III. Maria let the committee know that the auditors will be attending tonight's full board meeting to review the draft financial statements.

- IV. Maria and Ryan shared an update on the multi-use field. Ryan let the committee know that the request that was sent to the bank was similar to that of the gym in regard to the loan having a covenant. A preliminary request was sent earlier this year for approval, and the response was that the school had to wait until they knew the exact date the project was going to happen. Once the final numbers were received an email was sent to the bank a week ago following up and the school is awaiting a response.

The school's goal is to bid now, and the project start construction in April 2026.

- V. Maria gave an update on the school's outstanding orders. These included the budget for the field, as well as finalizing the estimated cost for the cafeteria tables. She shared that the tables came in under budget, the school work with a local vendor and secure the

cafeteria tables for an amount less than what was presented to the board in prior meetings. She also said that the school received an updated budget from Gale and Associates as of right now without going to bid, the field with the turf included will be around what was budgeted for. Maria let the committee know that the school is now waiting for the bank's response prior to going out for bid.

Lina had a question in regard to the table amount coming in lower than budgeted for and was wondering if those funds could be used to go towards the purchasing of the school sign.

Meeting adjourned at 5:29 p.m.