



# First State Montessori Academy

## **Citizen Budget Oversight Committee** **Meeting Minutes**

Meeting Date: March 17, 2022  
Commencement: 6:30 PM  
Adjournment: 7:02 PM  
Location: (Meeting held via Zoom Conference Call)

**In attendance:** Karen Thorpe, Debbie Wishnow, Dick Riggs, Michelle Treisner and Robbie Smith.

**Regrets:** Courtney Fox, Liz Madden, Matt Petrin and Rob Tice.

### **Minutes:**

1. Adoption of CBOC meeting minutes from January 20, 2022 are carried over to 5/19/22.
2. Reviewed Monthly Budget Report – Presented by Karen Thorpe
  - a. Monthly narrative, cashflow report and web report thru February 28, 2022 analyzed.
  - b. 2021-2022 Management Cash Flow Report examined with eight months of actual and four months of projected figures.
  - c. Overall revenues and expenditures are in line:
    - i. Revenues collected to-date were 99.1% of total budgeted revenue and are aligned with budget
    - ii. Expenses recognized to-date were 62.85% of the budgeted expenditures
  - d. Discussion included year end budget #s and potential savings in Utilities and Office Supplies.
  - e. No objections or concerns noted.
3. Next meeting was scheduled for Thursday, 5/19/2022 at 6:30 PM
4. There being no further business, meeting adjourned at 7:02 PM