



## MINUTES

### **Tennessee Public Charter School Commission**

Business Operations Committee Meeting

Thursday, April 8, 2021 | 2:00 p.m. (CT)

Electronic Meeting

Video Recording: <https://www.youtube.com/watch?v=1pdxgFuSA5E>

**Note:** These minutes correspond to the video recording. Each item has a minute counter assigned to the subject location in the audio file.

### **Welcome and Call-to-Order:**

Dave Hanson, Committee Chairman, called the meeting to order.

### **Roll Call**

**00:00:00-00:03:05**

Action of the Committee

<b>Roll Call/Quorum</b>	
Dave Hanson	Present
Eddie Smith	Present
<b>Outcome:</b> 2 of 2 present; quorum established.	

### **Approval of Agenda**

Action of the Committee

<b>Approval of Meeting Agenda</b>	
<b>Motion made by: Eddie Smith   Seconded by: Dave Hanson</b>	
Eddie Smith	Yes
Dave Hanson	Yes
<b>Outcome:</b> 2 of 2 voting yes; agenda approved	

### **Approval of Prior Minutes**

Action of the Committee

<b>Approval of Prior Minutes for February 4, 2021</b>	
<b>Motion made by: Eddie Smith   Seconded by: Dave Hanson</b>	
Eddie Smith	Yes
Dave Hanson	Yes
<b>Outcome:</b> 2 of 2 voting yes; minutes approved	



**Executive Director Operational Update:**

**00:03:05-00:16:25**

Tess Stovall, Executive Director, Tennessee Public Charter School Commission, presented operational updates, procurement procedures and a long-term space proposal to the Committee.

Action of the Committee:

<b>Motion to approve Proposed Procurement Procedures</b>	
<b>Motion made by: Eddie Smith   Seconded by: Dave Hanson</b>	
Eddie Smith	Yes
Dave Hanson	Yes
<b>Outcome:</b> 2 of 2 voting yes; motion approved	

Action of the Committee:

<b>Motion to approve Long-term Facilities Proposal</b>	
<b>Motion made by: Eddie Smith   Seconded by: Dave Hanson</b>	
Eddie Smith	Yes
Dave Hanson	Yes
<b>Outcome:</b> 2 of 2 voting yes; motion approved	

**Fiscal Year 2021 Budget to Actuals Update and Discussion:**

**00:16:25-00:22:54**

Melanie Harrell, Director of Finance and Operations, presented the Fiscal Year 2021 Budgets to Actuals update to the Committee.

**Fiscal Year 2022 Projected Budget Update:**

**00:22:54-00:31:01**

Melanie Harrell presented the Fiscal Year 2022 Projected Budget update to the Committee.

**Closing Discussion and Adjournment:**

**00:31:01-00:31:50**

Action of the Committee

<b>Motion to adjourn meeting</b>	
<b>Motion made by: Eddie Smith   Seconded by: Dave Hanson</b>	
Eddie Smith	Yes
Dave Hanson	Yes
<b>Outcome:</b> 2 of 2 voting yes; meeting adjourned	

Chairman Dave Hanson adjourned the meeting.