

Meeting Minutes
Executive Committee of the Envision Education Board of Directors
Thursday December 10, 2020

The California Governor's Executive Order Number N-29-20 has suspended some provisions in the Brown Act and allows meetings during the COVID-19 pandemic to occur entirely telephonically.

I. Preliminary

- Call to Order
 - Board Chair Mark Daoust called the meeting to order at 3:30pm.
- Roll Call
 - Attendees: Keysha Bailey, Mark Daoust, Susan Portugal, Gia Truong
 - Absent: None
 - Others Present: Tara Thomas (Audit Committee Chair), Sele Nadel-Hayes (COO)

II. Public Comments and Announcements: None

III. Ratification of Board Meeting Minutes: November 12, 2020

- Motion: Susan Portugal
- Second: Keysha Bailey
- Approved by voice vote: 4 Yes 0 No

IV. Approval of Envision Education's FY2020 Audit Report

- Mark Daoust shared, for the record, that we are reviewing and asking for approval of the FY2020 Audit and not the FY2021 Audit as the agenda stated.
- Audit Committee Chair Tara Thomas shared that the Envision Board of Directors reviewed a draft of the FY2020 audit report at its last board meeting, that the Audit Committee met after that meeting to review the draft. Tara shared that Envision's Audit is clean and has no findings. The Audit Committee is recommending that the Executive Committee on behalf of the full Board approves the FY2020 Audit report.
- Sele Nadel-Hayes shared that she is proud of Envision's financial state and she is pleased with our relationship with our auditors. She thanked Tara and the audit committee for their questions and strong oversight of the financial process, and for representing the board in its fiduciary responsibilities.
- Susan Portugal shared that the audit report looked straightforward and appreciated how clear it was.

- Keysha Bailey congratulated the team for a clean audit. She acknowledged that there's a lot of work behind the scenes to ensure a strong audit. She thanked Tara for her leadership, the staff and finance team for their hard work, and expressed appreciation for the organization's financial condition.
- Approval of Envision Education's FY2020 Audit Report
 - Motion: Suan Portugal
 - Second: Keysha Bailey
 - Approved by voice vote: 4 Yes 0 No

V. Adjournment

- Meeting was adjourned at 3:39pm