

Meeting Minutes
Special Meeting of the Envision Board of Directors
Tuesday, January 31, 2023

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

A. Call to Order

- Board Chair Mark Daoust called the meeting to order at 2:00pm

B. Roll Call

- Attendees: Mark Daoust, Rhonnel Sotelo, Kaleb Lawson, Akil Hollis, Rob Vassel, Jillian Juman, Tara Thomas, Kyle Castillo, Michelle Seijas
- Not present: Miyesha Perry, Larry Hancock, Bob Lenz, Shruti Sehra
- Others Present: Sele Nadel-Hayes, Cliona Murphy

II. Public Comments and Announcements:

- A. There were no public comments.

III. Consent Agenda

- A. Adopt the Consent Agenda - [Special Meeting Minutes: 1.17.23](#)
Approval of [Resolution \(2022-122\)](#)

- Motion: Tara Thomas
- Second: Kaleb Lawson
- Approved by voice vote: Yes 9 No 0

B. Approve the Consent Agenda

- Motion: Akil Hollis
- Second: Michelle Seijas
- Approved by voice vote: Yes 9 No 0

IV. [FY 22 Audit](#)

Sele Nadel Hayes presented the main points of the 2022 FY Audit document

Each year Envision is audited by an outside firm; they audit financial statements as well as compliance with a number of statutes, policies and laws that govern Envision's operations as a charter school and a non profit in CA and in the US. For the fiscal year that ended June 2022 the auditors had almost completed their audit.

- First there are the basic financial statements, then the information that relates to Envision's operations as a public charter school in CA, a report about our internal controls and financial reporting related to compliance, measured against government auditing standards, and a report on Envision's compliance with federal programs which is required when Envision spends more than \$750K of federal funds.
- Then there is a report on state compliance and then the schedule of findings and questioned cost summary and the schedule of prior audit findings.

- Page 31 shows that there are no findings or question costs for the fiscal year ended June 30th 2022 and on page 33 is the report that there's similarly no findings or question costs for the previous year.
- On page 4 is the Consolidated Statement of Financial Position, showing total net assets by unit of organization and overall. Currently, as of June 30th 2023, Envision's net assets are \$14.2 million, classified in terms of current and long-term assets and liabilities.
- The next page is the Consolidated Statement of Activities. These are the explanations of the revenues and expenses received in the fiscal year - \$25.2 million was received and \$22.9 million was spent. There was a change in the assets that were not related to donor restrictions so this is the net of the revenue and expense, showing the eliminations, and the result of restricting some of those; our final change in net assets is \$2 million.
- The next page is the Consolidated Statement of Functional Expenses, showing how much of Envision's spending is dedicated to program versus management spend. Envision spends 82% on programs.
- The next page is the Statement of Cash Flows and how dollars are coming in and out of Envision. The important note here is what the cash balance was at the end of the fiscal year; it was \$11.1 million.
- There are notes to all of these financial statements, related to Envision's accounting policies and how the audit was conducted.
- The section on debt is always of interest and Envision continues to pay down debt regularly with no no issue. The entry on PPP appears here because of the timing of the forgiveness of the paycheck protection loan program; the loan was mostly forgiven in June of the prior year but the final forgiveness was in August.
- Page 31 summarizes the audit - the auditors finding or lack thereof - there are no material weaknesses or deficiencies in our internal control.
- No findings or questions asked for the current year and no questions or findings asked for the previous year
- The auditors are reviewing, when they approve and sign they will ask the board for approval and then file with all of our required parties and use this audit to complete our tax returns.
- Tara commented that Sele and her team did a great job in spite of the auditors being delayed.
- Mark asked if in future years Envision could expect delays in finishing the audit.
- Sele replied that the auditors underwent staff shortages hence the delay but Envision will start earlier next year.
- Mark asked if there were any questions. There were none.

V. Audit FY 2022

A. Motion to approve this year's audit

Motion: Rhonnel Sotelo

Second: Tara Thomas

Approved by voice vote: Yes 9 No

Mark thanked Sele for all of her hard work and Tara for chairing the committee.

VI. Closed Session: Personnel (G.C. 54957)

A. CEO Performance & Evaluation

The board went into closed session at 2.18pm

VII. Report Back from Closed Session

The board came back from closed session at 2:55pm

VIII. Adjournment:

A. Board chair Mark Daoust adjourned the meeting at 2:57pm