



OSA Finance Committee Meeting Minutes
September 8, 2021 12:30 PM

OSA Board Committee Members:

Josefina Alvarado Mena, Adrienne Barnes, Wei-Ling Huber

TOPIC	ACTION?
12:39 Roll Call Attendance - All members present	No
Public Comment - none	No
Minutes Approval - JAM move to approve /WL 2 nd - Roll Call Vote/MPU	Vote Needed
<p>Unaudited actuals - Susan shared two edits re: STRS P & I. The auditors confirm the dollar amount is correct. Minh requested it be booked in a certain line of the UA Report, which is a different line from where CSMC would have wanted to report it. All the bottom line items match, this is just a detail of the reporting.</p> <p>Because of the correction, it appears we have a \$1.2M deficit even though it's not an actual operating expense. The annual audit will likely include a note explaining this prior period adjustment. Our community will be cognizant of this deficit and it will be explained when shared at the board meeting. A detailed walk through, including Fox rent impact, is recommended as well as a timeline.</p> <p>Motion to approve unaudited actuals by Huber/2nd by Alvarado Mena/Roll Call Vote MPU</p>	Yes
<p>Cash Flow</p> <p>The report was re-run with the eye to a lease for VA. Did 800 enrollment with 94% attendance. Barnes question -cash flow includes additional rent and \$15k housekeeping Feb-June + \$82,505 SB740 rent reimbursement (covers 75% of rent) and assumes lower enrollment. Conversation around enrollment, waitlist, and increased capacity to support increased enrollment. Reviewed scenarios of STRS payments and enrollment to project cash flow. Would need to stretch 2nd STRS payments out to ensure consistent cash flow - can't make one bulk payment to pay it off.</p> <p>Ideal payback scenario - pay back monthly, which would incur max 7% interest fees per month, assuming we get permission from Alameda County to do so. Deadline is Sept 28 to avoid penalty.</p> <p>JAM - Is there additional funding anticipated from the state? Some, but comes tied to specific expenditures. Discussion around various potential sources of funding and requirements. SBA loan still available - 30 year loan fixed at 2% interest, tied to COVID.</p>	No

<p>https://www.sba.gov/sites/default/files/2021-05/COVID-19%20EIDL%20FAQs_FINAL-508.pdf</p> <p>Cap is \$500k to borrow, use to pay STRS and spread out payback. Susan and JAM believe the loan can be used for operating expenses, Kim believes it can't be used to pay for same as PPP loan. More research is needed.</p> <p>Cash flow was created with the assumption of moving forward on the additional lease/VA space. Lisa will proceed with a letter of intent.</p> <p>Future assumptions in reporting will be based on 800 and 94% ADA. Romy will research our exact enrollment number cap based on charter.</p>	
<p>Confirm Next Meeting</p> <p>Recurring meetings will now be scheduled for 11:00 on the Friday prior to the board meetings. Josefina will miss the next one, Mika is moving in to Davis (yay)!</p>	No
<p>Dismissal</p>	No