



Special Public Meeting of the Board of Trustees
for
Universal Institute Charter School
Meeting held Virtually via Zoom
December 23, 2021 at 4:00 PM
Meeting Minutes

Board Members Present:

1. Mrs. Faatimah Gamble
2. Salima Rabb
3. Michelle Martin
4. David Thompson

Board Members Absent:

1. Mr. Kenneth Gamble

Meeting called to Order at 4:30pm

1. Meeting Minutes

- i. The Meeting Minutes from December 2, 2021 were tabled.

2. Finance Committee Report

- i. **Annual Financial Audit Statement FY 2021:** Haefele, Flanagan & Co. Financial Management Consultant. Jim Rogers Presented the Audit Financial Report for Institute Charter School.
- ii. Board members were given copies the Institute annual finance audit statement report for FY 2021 ending June 30, 2021.
- iii. There was discussion amongst board members regarding the Institute Audit Financial Report.
- iv. Mrs. Gamble asked for a motion to approve the Institute Audit Financial Report for FY 2021 ending June 30, 2021.
- v. Ms. Rabb made a Motion to accept and approve Institute Audited Financial Statement for FY 2021 ending June 30, 2021 and Mrs. Martin second that Motion
- vi. By a unanimous vote the Institute Financial Report was accepted and approved.

➤ **Board Vote:**

- **Yes: 4**
- **No: 0**
- **Abstain: 0**

3. Board Matters

i. Action Items/ Resolutions

a. Resolution I21-22-014: Annual Financial Audit Statement FY 2021

1. Mrs. Gamble asked for a motion to accept Resolution I21-22-014.
2. Ms. Rabb made a motion to accept Resolution I21-22-014 and Mrs. Martin second that motion.
3. By a unanimous vote Resolution I21-22-014 was accepted.



RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, the execution, delivery, and performance by Haefele, Flanagan & Co, the completion of the Annual Financial Audit for FY 2021 ending June 30, 2021 for Universal Institute Charter School.

- **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

b. Resolution I21-22-015: Facilities Purchase Request: Elevator Repair

1. Mrs. Gamble asked for a motion to accept Resolution I21-22-015.
2. Ms. Rabb made a motion to accept Resolution I21-22-015 and Mrs. Martin second that motion.
3. By a unanimous vote Resolution I21-22-015 was accepted.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, to execute and deliver a professional services contract with TK Elevator Corporation for elevator repairs at UICS for an amount not to exceed \$29,984.

- **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

4. Public Comments

- a. There were no public comments.

5. Adjournment

- a. The meeting concluded at 4:47 p.m.

