MINUTES

MEETING OF THE
BUDGET COMMITTEE

TEMECULA INTERNATIONAL ACADEMY

I. PRELIMINARY

The directors named by the incorporator of the corporation, constituting the Board of Directors of this corporation, held their meeting at the time, on the day, and at the place set forth as follows:

Date: June 6, 2018
Time: 6:00pm-6:30pm
Place: 31530 La Serena Way, Temecula CA 92591, MPR

A. **CALL TO ORDER** TIME: 6:05 PM

B. **ROLL CALL & ESTABLISHMENT OF QUORUM**

BOARD MEMBER	PRESENT	ABSENT
Nadia Hajsaid (NH)	X	
Debra Zickafoose, MD (DZ)	X	

C. **PLEDGE OF ALLEGIANCE**

D. **APPROVAL OF AGENDA**

Motion to approve: DZ
Second: NH
Motion Passes: 2-0

II. COMMUNICATIONS

A. **ORAL COMMUNICATIONS 6:10 PM -none**

ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken due to California's public meeting laws. However, the Board may give direction to staff following a presentation

III. CONSENT ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member or a member of the public to be removed from the Consent Agenda for discussion, there will be limited or no discussion of these items

prior to the Board votes on them. The President recommends approval of all items on the consent agenda.

A. none

IV. ITEMS SCHEDULED FOR DISCUSSION, UPDATE AND/OR ACTION

A. FOR CONSIDERATION: INFORMATION, DISCUSSION, and/or ACTION - 2018-2019 annual and interim budget deadlines. Planned final approval at June 27, 2018 meeting. RCOE Deadline July 1, 2018. Preliminary deadline is June 15th, second follow up meeting to be held with ICON prior to June 27th. No action item.

B. FOR CONSIDERATION: INFORMATION, DISCUSSION, and/or ACTION - Audit preperations, planned Audit resolution after meeting with Icon and prelim audit completed May 8, 2018. Final audit will begin the week of November 13th. Board Member Nadia Hajsaid, CFO will oversee. Firm: Vavrinek, Trine, Day and Co., LLP. Contract in place. TIA Audit Procedure Resolution will be coming to the board. No action item

V. CONCLUSION OF THE MEETING

A. ITEMS TO FUTURE AGENDA

a. consider recommendation to board for biannual /triannual set committee meetings prior to interim and final budgets. For example: October, January and May to include: Budget Committee, ICON, Principal

B. BOARD MEMBER COMMENTS

C. NEXT MEETING:

a. TBD

VI. ADJOURNMENT TIME: 6:19 PM

Motion to approve: NH
Second: DZ
Motion Passes: 2-0

CERTIFICATE OF SECRETARY

I certify that I am the duly elected President of Temecula International Academy, a California nonprofit public benefit corporation; that these minutes, consisting of two (2) pages are the minutes of the meeting of the Budget Committee held on June 6, 2018, 2018.

Debra Zickafoose, President
Board of Directors