



Tallahassee Classical School

Finance Committee Meeting
November 20, 2023

MINUTES

In Attendance: Andrew Martin, Chair; Pam Griggs; Barney Bishop; Cara Wynn, Headmaster; Kelly Roberts, Business Manager; Anita Whitby-Davis, Guest

- A. The meeting was called to order at 4:05pm
- B. Approval of the Draft Agenda
 - Motion by Pam Griggs to move item F,G,H, and I above the item D financial reports. Seconded by Barney Bishop – Motion Carried.
- C. Approval of the minutes
 - Motion by Barney to revise the November 2, 2023 Finance Committee minutes as follows: The last line of Item D should include that a written report be provided to the Finance Committee after the conference call. Seconded by Andrew Martin – Motion Carried.
- D. Discussion with Kareem Spratling, Bond Counsel included Pam Griggs, Cara Wynn, and Jeff Kottkamp. Stated it is common for startups to ask for assistance.
- E. Discussions and emails made to Michael Braun with Hamlin Advisors.
 - Jeff Kottkamp reached out to Mr. Braun via email. Mr. Braun stated that he does not have an engagement letter.
 - Pam Griggs called Mr. Braun. He was concerned about public setting of meeting if more than one board member was on the call. Mr. Braun was scheduled to be on the Finance Committee call. Mrs. Griggs sent the questions to Mr. Braun the week prior. Mr. Braun asked Mrs. Griggs to take the answers to the questions back to the Finance Committee.
 - Motion by Barney Bishop for Andrew Martin, Cara Wynn, and Pam Griggs to provide a written report to the Finance Committee by Wednesday at 3pm on the series of events and discussions with the bond counsel, Mr. Braun, etc. Seconded by Andrew Martin – Motion Carried.
- F. The meeting adjourned at 4:54 pm.