

**ACADEMY FOR INTEGRATED ARTS**  
**FINANCE COMMITTEE MEETING**  
**Draft MINUTES**

Thursday, January 19, 2022  
8:30 a.m.

The meeting was held via Zoom. In attendance: Tricia DeGraff, Paul Greenwood, and Cara Newell. Peter Brown reviewed all materials and provided comments and approvals via email in advance of the meeting.

- I. Call to order
- II. Agenda approved for this meeting (January 19, 2023)
- III. Minutes approved for December 15, 2022 meeting
  
- IV. Financial Update and Review
  - Actual financial results vs. budget and forecast – Payroll was adjusted to address positions remain unfilled (and likely to stay that way). Other line items adjusted to reflect expenses incurred that are associated with specific grant requirements and actual spending trends noted during the first six months of the fiscal year.
  - Grant/donation activity – The SSKC grant budget assumed three equal payments of \$167k in SY23, 24 and 25. The actual payment schedule is SY23=\$84,000; SY24 and SY25=\$168,000; SY26=\$80,000. We also noted that the Missouri Arts Council grant of \$25,000 was not included in the forecast. Finally, Tricia discussed two other grants that are in process but not included in the forecast. As such, we declined to adjust the donation forecast at this time. We will take a more detailed look at the February meeting to assess what, if any, change to the forecast should be made.
  - Bank Statement reconciliation – Reviewed and in order.
  - Cash Disbursements – Reviewed and in order.
  - Outstanding Invoices – Reviewed and in order.
  - ADA WADA data - reviewed.
  
- V. Facilities – N/A
  
- VI. Approval of Expenditures >\$10,000 – Attached BCI Compressor repair proposal was reviewed by Finance Committee and by property manager (Kessinger Hunter). Approved expenditure

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VII. Budget 2024 -

Preliminary discussion of compensation. Compensation plans of other school districts were reviewed. Over the next few days, Paul, Johnny and Tricia will prepare a detailed (but straightforward) model that can be used to assess an overall percentage increase that is reasonable for the year and keeps AFIA competitive with other schools. Then Tricia can allocate the total increase among the staff as she sees best.

We also discussed looking more closely at Occupancy costs as the building ages. An amount to be set aside potential significant repairs and maintenance may be included in future budgets.

VIII. Other Business – N/A

IX. Adjournment.

# BCI Mechanical, Inc

PO Box 441  
Gardner, KS 66030  
913-856-6747

**Client:**

Academy For Integrated Arts CustNo  
434  
7910 Troost Avenue  
Kansas City, MO 64131

**Job Site:**

Academy For Integrated Arts  
7910 Troost Ave  
Kansas City, MO 64131

**Proposal No :** 1987**Created Date :** 06/22/2022**Exp Date :** 06/23/2022**Account Mgr :** Justin Wardwell**Mgr Email :** [jwardwell@bcimechanicalinc.com](mailto:jwardwell@bcimechanicalinc.com)**Mgr Mobile :** 913-788-0801

## Proposal Description

BCI MECHANICAL, INC. IS PLEASED TO PROVIDE THE FOLLOWING MECHANICAL-HVAC PROPOSAL TO INSTALL 2 NEW OEM COMPRESSOR IN RTU-01

1. RECOVER REFRIGERANT PER EPA GUIDELINES
2. PROVIDE & INSTALL (2) OEM COMPRESSOR
3. PROVIDE & INSTALL (2) 50 AMP CONTACTOR
4. PROVIDE & INSTALL (4) DRIER CORES
5. FLUSH LINE SET
6. PRESSURIZATION AND LEAK CHECK OF ALL WORK PERFORMED
7. EVACUATE REFRIGERANT SYSTEM PER MANUFACTURES GUIDELINES
8. PROVIDE 80 LBS OF 410-A FREON
9. RECONNECT ELECTRICAL
10. PROVIDE COMPRESSOR START UP REPORTS
11. CRANE AS REQUIRED FOR SCOPE OF WORK.
12. ONE (1) YEAR PARTS & LABOR WARRANTY ON ALL EQUIPMENT & SYSTEMS PROVIDED & INSTALLED BY BCI MECHANICAL, INC.

THE FOLLOWING ITEMS ARE **NOT** INCLUDED:

- BONDS
- PERMITS OR PERMIT FEES
- TEMPORARY HEATING/COOLING AND/OR TEMPORARY UTILITIES
- OVER-TIME - ALL WORK ESTIMATED TO BE PERFORMED DURING NORMAL WORKING HOURS (M-F, 7:30 AM TO 4:30 PM).

ESTIMATOR: JUSTIN WARDWELL

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### RTU-01 201606-BVGG00560 - Replacement

**Description:** Comp B1 and B2 are both bad and are part of 2nd stage circuit. Both are mounted together on a skid. Both suction pipes tie together into 2 1/8" suction pipe. Both discharge pipes tie together into 1 5/8" pipe. Estimate

**RTU-01 COMPRESOR INSTALL**

\$21986.00

 **Accept** **Decline****Item Cost \$21986.00**

Sub Total	\$21986.00
Tax	\$0.00
<b>Total</b>	<b>\$21986.00</b>

**Proposal Agreement Terms:**

Net 30 Days Upon Invoice. Interest of 1 1/2% per month on the unpaid past due balance will be charged. All material is guaranteed to be as specified. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collection, including attorney's fees. This proposal may be withdrawn by us if not accepted by the above due date. Maintenance Contract Agreement Terms: Contract shall remain in effect and be self-renewing unless written notification providing 30 days notice of cancellation has been received by either party. Revisions to contract scope or price shall be presented as a new contract proposal and executed as anew contract canceling prior contract agreement.