

**The Einstein School
Board of Directors
Minutes of the Meeting
10/28/21 at 5:30 pm
Meeting held via Zoom and in person**

Members Present: Linda Lombardino, Kat McGlone, Natasha Livingston, Todd Livingston, Christine Aurelio-Brockett (Principal), Suzanne Keller (Parent Liaison)

- 1. Confirmation of Dr. Tim Conway as President of the Board.** Kat McGlone motioned, Linda Lombardino seconded the motion and all agreed to confirm that Dr. Tim Conway should continue to serve as President of the Board of Directors of The Einstein School.
- 2. Primary Administrator of Quickbooks-**Ms. Aurelio explained that currently, the Administrator on the Quickbooks program is Patricia Hankamp who no longer works at Einstein. This needs to be changed in order to continue with Direct Deposit. Natasha motioned, Linda L. seconded the motion that Christine Aurelio-Brockett be named the Administrator of the Quickbooks program. All Board members approved the motion.
- 3. Financial Audit-**Ms. Aurelio had shared the Financial Audit completed by Kattell and Company. There was only one “immaterial finding” having to do with an inadvertent missed IRS tax payment in 2017 that was corrected this year by a payment and money for a fine. Linda Lombardino motioned and Kat McGlone seconded the motion to accept the audit as presented. The motion passed.
- 4. Sharing of Information About the School-**Ms. Aurelio spent some time updating the Board on the things going on at the school.
- 5. Meeting Adjourned-**The meeting was adjourned at 6:05 pm. The next meeting is to be determined.