

Caniff Liberty Academy
Board of Directors
Regular Board Meeting
Minutes

Date: Wednesday, October 18, 2023
Time: 6:00 pm
Location: Caniff Liberty Academy
2650 Caniff St.
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:09 pm by Vice President Ibrahim.

Roll Call

A roll call was taken. The following board members were in attendance:

Absent (Excused) – Mr. Abu-Shanab, President
Present - Mr. Ali Al-Zaqzuq, Treasurer
Absent (Excused) – Mr. Imad Hamad, Secretary
Present – Mr. Qurban Choudhury, Member
Present – Dr. Elmoataz Ibrahim, Member

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Mr. Ahmed Saber, EMAN
Mr. Ehab Hassan, EMAN
Dr. Lorilyn Coggins, EMAN
Mr. Amr Mohamed, EMAN
Mr. Tom Kozak, Caniff Liberty Academy
Ms. Judeen Bartos, Oakland University Charter Schools Office
Mr. Brett Luplow, Auditor with Gardner, Provenzano, Thomas and Luplow

Approval of Agenda

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Choudhury to approve the agenda. The vote was unanimous (3/0) in favor of the motion (Ayes - Ibrahim, Al-Zaqzuq and Choudhury). Motion passed - Agenda approved.

No board member indicated having a conflict of interest with respect to any agenda item.

Approval of Prior Meeting Minutes

It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to approve the minutes of the Meeting held on September 20, 2023, as read. The vote was unanimous (3/0) in favor of the motion (Ayes - Ibrahim, Al-Zaqzuq and Choudhury). Motion passed - Minutes approved.

Public Comment Relating to Agenda Items

No public comment was provided.

Presentations

Mr. Luplow presented the Annual Audit highlighting comparative revenues and expenditures with the 2022 audit and noting the strong fund balance. He also provided the audit opinion that the financial statements represent fairly in all material respects the current financial position of the Academy. This opinion is unqualified.

Correspondence

The Board received a report prepared by Oakland University on the board attendance for the prior year.

Reports

Mr. Saber welcomed the Board to the October meeting. In response to the audit, he noted that the goal is to maintain a 15% fund balance. He then highlighted the written report to include academics, assessments, and count day enrollment at 563 students. He invited the Board members to attend the upcoming Mission Possible event scheduled for November 7, 2023.

Dr. Coggins summarized the September financial reports noting cash on hand, fund balance, and actual to budget percentages for both revenues and expenditures.

Unfinished Business

There was no unfinished business to come before the Board.

New Business

It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq to approve the financial reports as presented. The vote was unanimous (3/0) in favor of the motion (Ayes - Ibrahim, Al-Zaqzuq and Choudhury). Motion passed – Financial Reports approved.

It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq to approve the annual audit as presented. The vote was unanimous (3/0) in favor of the motion (Ayes - Ibrahim, Al-Zaqzuq and Choudhury). Motion passed – Annual Audit Approved.

It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq to approve a monthly payment to EMAN in the amount of \$250,000 to cover monthly payroll expenses. The vote was unanimous (3/0) in favor of the motion (Ayes – Ibrahim, Choudhury, and Hamad). Motion passed – Payroll Advance Approved.

Other Business

No other business was considered.

Authorizer Comments

The October Board Brief was provided to the Board.

Ms. Bartos brought comments to the Board from Oakland University and reported on the reauthorization process noting that the reauthorization request will be presented to the OU Board of Trustees on December 4, 2023. She also noted the upcoming board training available and the MAPSA Symposium.

Extended Public Comments

There was no extended public comment.

Closing Items

The next meeting was announced for Wednesday, November 15, 2023. Mr. Saber noted that the meeting would include the annual education presentation and will include dinner.

It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq that the meeting be adjourned at 7:13 p.m. The vote was unanimous in favor of the motion. Motion passed – Meeting Adjourned.

I certify that these minutes were approved [☒] as read, [] as corrected, by the Academy Board at a duly noticed open meeting held on Nov. 15, 2023 at which a quorum was present.

By:
Its: Secretary

