



Liberty Tech Charter School
119 Price Rd., Brooks, GA 30205

Special Meeting Minutes May 11, 2022 | 8:00 AM

- MISSION - The mission of Liberty Tech is to educate students with a project-based learning environment utilizing STEAM & classical methodologies.
- VISION - Develop individuals who are knowledgeable, wise, and virtuous and will positively impact the world around them.

In attendance: Lauren Conway, Vimal Patel, Eric Walker, Ashley Busby, Melissa King

Not attending: Michelle Hamner, LaShonda Storr, Neka Haywood

Record Attendance: Ashley recorded attendance. A quorum was present.

Call Meeting to Order: Lauren called the meeting to order at 8:06 AM.

Approve April Meeting Agenda: Vimal made a motion to approve the agenda as sent prior to meeting; Ashley seconded. The agenda was approved unanimously.

Public Comment: No public comment was made.

Procurement Policy Revision: Vimal discussed that the policy was rewritten to keep it in line with the founding members' policy but updating it to ensure sole source vendors still could be accepted. The policy was reviewed by SCSC and they approved the wording prior to the meeting. Vimal read the policy for attendees: *In case the product/service is sole-source or sole-branded and three vendor quotes for like product/service are unable to be obtained for comparison, one quote will suffice. Additionally with this exception, the business manager must document reasoning and provide two estimated costs for like product/service for comparison purposes and approval (online retailer/cart quotes are acceptable for comparison). Business manager will notify authorized approvers and document quotes accordingly.* Lauren made a motion to approve the new wording on the policy, Eric seconded. The updated policy wording was approved unanimously.

Review the purchase of three additional panels from GoodLife Communications: The quote was reviewed as sent by Mrs. King. Ashley made a motion to approve the purchase of the panels, and Eric seconded. The purchase was approved unanimously.

Adjournment: Lauren made a motion to adjourn the meeting, Ashley seconded. Lauren adjourned the meeting at 8:17 AM.

Minutes submitted by Lauren Conway, Chair, at 5/11/2022.