

**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
October 11, 2016**

A Meeting of the Finance, Administration, Real Estate and Legal Committee of the Desert Healthcare Foundation was held in the Desert Healthcare District Conference Room, 2nd Floor, Palm Springs, CA

Attendance:

Members

Mark Matthews – Chairman/Treasurer

Absent:

Staff

Chris Christensen, Interim CEO, COO/CFO

Donna Craig, Chief Grants Officer

Mary Pannoni, Account/Admin Support

Steve Brown, Director of Community Relations/Clerk of the Board

Community Members

Joseph Wild

Richard Cagen

Community Members Absent

Arthur Shorr

Sid Rubenstein

Guest

CALL TO ORDER

The meeting was called to order at 3:46 p.m. by Chairman Matthews.

APPROVAL OF AGENDA

It was moved and seconded (Community Member Cagen, Community Member Wild) to approve the agenda. Motion passed unanimously.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – September 13, 2016

It was moved and seconded (Community Member Shorr, Community Member Cagen) to approve the minutes of September 13, 2016. Motion passed unanimously.

FINANCIAL REPORTS

1. Financial Statements. September 2016 were reviewed.
2. Asset Allocations Schedule – September 2016 schedule was reviewed.
3. Deposits – September 2016 deposit detail was reviewed.
4. Check Register – September 2016 check register was reviewed.
5. Credit Card Expenditures – September 2016 were reviewed
5. General Grants Schedule – September 2016 schedule was reviewed.

It was moved and seconded (Community Member Cagen, Community Member Wild) to approve the September 2016 Foundation Finance Reports and forward to the Board for approval.

OTHER MATTERS

1. Craig Hartzheim – Moss Levy & Hartzheim – FY 2016 Audit Report, Management Letter, Communication Letter, Internal Controls.

Mr. Hartzheim gave a report during the F&A District meeting.

1. CEO Report
No report was given

ADJOURNMENT

The meeting was adjourned at 3:48 p.m.

ATTEST:



Mark Matthews, Chairman Finance and Administration Committee/Treasurer
Desert Healthcare District Board of Directors

Minutes respectfully submitted by Steve Brown, Clerk to the Board