

**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
May 9, 2017**

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
Director Les Zendle

Absent

Sid Rubenstein, Community Member
Arthur Shorr, Community Member

Staff

Herb Schultz, CEO
Chris Christensen, CFO/COO
Donna Craig, CGO
Mary Pannoni, Accounting/Admin Support
Andrea S. Hayles, Clerk to the Board

Community Members

Joseph Wild, Community Member
Richard Cagen, Community Member

CALL TO ORDER

The meeting was called to order at 4:01 p.m. by Director Matthews.

APPROVAL OF AGENDA

It was moved and seconded (Member Cagen, Member Wild) to approve the agenda with the addition of the Purple Binder annual administration and maintenance agreement for \$43,000.

Motion passed unanimously.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – April 18, 2017

It was moved and seconded (Member Wild, Chairman Matthews) to approve the minutes of April 18, 2017. Motion passed unanimously.

Member Cagen abstained from the April 14, 2017 Minutes approval due to his absence.

FINANCIAL REPORTS

1. Financial Statements
The April 2017 financial statements were reviewed.
2. Asset Allocations Schedule
The asset allocation schedule was reviewed.
3. Deposits
The April 2017 deposit detail was reviewed.
4. Check Register
The April 2017 check register was reviewed.
5. General Grants Schedule
The general grants schedule was reviewed.

It was moved and seconded (Member Wild, Chairman Matthews) to approve the April 2017 Foundation Finance Reports and forward to the Board for approval.

OTHER MATTERS

1. CEO Report
Herb Schultz, CEO, provided a brief overview of the CEO report.
2. FY 2018 Annual Budget – Draft Review
Chris Christensen, CFO/COO, provided an overview of the FY 2018 Annual Budget.
3. CVHIP – Purple Binder
Chris Christensen, CFO/COO, gave an overview of Purple Binder, the website administrators of the CVHIP website.

Mr. Christensen explained that Purple Binder charges a \$43,000 annual administration and maintenance fee for the cvHIP website for the period of May 2017– April 2018 that necessitates renewal.

It was moved and seconded (Director Zendle, Chairman Matthews) to approve the Purple Binder annual CVHIP administration and maintenance agreement for \$43,000 and forward to the Board for approval.

ADJOURNMENT

The meeting was adjourned at 4:30 p.m.

ATTEST: 

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