

**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
September 12, 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
Dr. Les Zendle, Director

Absent

Herb Schultz, CEO
Arthur Shorr, Community Member

Staff

Chris Christensen, CFO
Donna Craig, Senior Program Officer
Alejandro Espinoza,
Mary Pannoni, Accounting/Admin Support
Andrea S. Hayles, Clerk to the Board

Community Members

Sid Rubenstein, Community Member

CALL TO ORDER

The meeting was called to order at 3:16 p.m. by Director Matthews.

APPROVAL OF AGENDA

It was moved and seconded (Director Zendle, Community Member Shorr) to approve the agenda. Motion passed unanimously.

PUBLIC COMMENT

There were no public comments.

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – July 11, 2017

It was moved and seconded (Community Member Shorr, Director Zendle) to approve the minutes of July 11, 2017. Motion passed unanimously.

FINANCIAL REPORTS

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

It was moved and seconded (Director Zendle, Community Member Shorr) to approve the July - August 2017 Foundation Financial Reports and forward to the Board for approval.

Motion passed unanimously.

OTHER MATTERS

1. Request to appropriate \$70,000 of Foundation operation funds to Ready Set Swim

Chris Christensen, CFO explained the collaborative efforts of the 3-year Ready Set Swim program operational funding, and the termination of the Mayor's Race and Wellness Festival that previously supported the program.

It was moved and seconded (Director Zendle, Chairman Matthews) to approve the request to appropriate \$70,000 of Foundation operation funds to Ready Set Swim and forward to the Board for approval.

2. Boys & Girls Club – Ready Set Swim – Service Agreement \$10,792

Chris Christensen, CFO explained the subcontractor's service agreement with Boys and Girls Club for the Ready Set Swim program

It was moved and seconded (Director Zendle, Community Member Shorr) to approve the Boys & Girls Club Ready Set Swim Service Agreement and forward to the Board for approval.

3. Desert Recreation District – Ready Set Swim – Service Agreement \$140,860

Chris Christensen, CFO explained the subcontractor's service agreement with Desert Recreation District for the Ready Set Swim program.

It was moved and seconded (Director Zendle, Community Member Shorr) to approve the Desert Recreation District Ready Set Swim Service Agreement and forward to the Board for approval.

4. Desert Recreation District – Ready Set Swim, Jr. – Service Agreement \$100,100

Chris Christensen, CFO explained the subcontractor's service agreement with Desert Recreation District for the Ready Set Swim, Jr. program.

It was moved and seconded (Director Zendle, Community Member Shorr) to approve the Desert Recreation District and forward to the Board for approval.

ADJOURNMENT

The meeting was adjourned at 3:30 p.m.

ATTEST:



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