

**DESERT HEALTHCARE FOUNDATION  
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE  
MEETING MINUTES  
November 14, 2017**

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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, 2<sup>nd</sup> Floor, Palm Springs, CA.

**Attendance:**

Members

Mark Matthews, Chairman/Treasurer  
Dr. Les Zendle, Director

Absent

Alejandro Espinoza, Program Officer and  
Outreach Director  
Arthur Shorr, Community Member  
Sid Rubenstein, Community Member

Staff

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

Community Members

**CALL TO ORDER**

The meeting was called to order at 3:45 p.m. by Chair Matthews.

**APPROVAL OF AGENDA**

It was moved and seconded (Director Zendle, Chair Matthews) to approve the agenda. Motion passed unanimously.

**PUBLIC COMMENT**

There were no public comments.

**APPROVAL OF MINUTES**

Submitted for approval:

1. Minutes – October 10, 2017

It was moved and seconded (Director Zendle, Chair Matthews) to approve the minutes of October 10, 2017. Motion passed unanimously.

## CEO REPORT

Herb K. Schultz, CEO, explained the Walter L. and Patricia Ann Rootness 1995 Revocable Trust that provided the District with \$100,000 representing a preliminary distribution pursuant to the provisions of the Trust.

## FINANCIAL REPORTS

1. Financial Statements  
The October 2017 financial statements were reviewed.
2. Balance Sheet Allocation Schedule - October 2017  
The allocation schedule was reviewed.
3. Deposits  
The October 2017 deposit detail was reviewed.
4. Check Register  
The October 2017 check register was reviewed.
5. General Grants Schedule  
The general grants schedule was reviewed.

**It was moved and seconded (Director Zendle, Chair Matthews) to approve the October 2017 Foundation Financial Reports and forward to the Board for approval.  
Motion passed unanimously.**

## OTHER MATTERS

1. Boys & Girls Club – Ready Set Swim Jr – Service Agreement \$6,000 – Action

Chris Christensen, CFO, explained the service agreement for the Boys & Girls Club for funding that is reimbursable by the County.

**It was moved and seconded (Director Zendle, Chairman Matthews) to approve the Boys & Girls Club – Ready Set Swim Jr – Service Agreement for \$6,000 and forward to the Board for approval.**

## ADJOURNMENT

The meeting was adjourned at 3:57 p.m.

ATTEST:

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