

**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
January 9, 2018**

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

Jennifer Wortham, DrPH, Director
Sid Rubenstein, Community Member
Donna Craig, Senior Program Officer

Staff

Herb Schultz, CEO
Lisa Houston, COO
Chris Christensen, CFO
Alejandro Espinoza, Program Officer and Outreach Director
Mary Pannoni, Accounting/Admin Support
Andrea S. Hayles, Clerk to the Board

Community Members

Arthur Shorr

CALL TO ORDER

The meeting was called to order at 3:08 p.m. by Chair Matthews.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

There were no public comments.

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – December 12, 2017

It was moved and seconded (Community Member Shorr, Chair Matthews) to approve the minutes of December 12, 2017. Motion passed unanimously.

CEO REPORT

None

FINANCIAL REPORTS

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

It was moved and seconded (Community Member Shorr, Chair Matthews) to approve the December 2017 Foundation Financial Reports and forward to the Board for approval.

Motion passed unanimously.

OTHER MATTERS

None

ADJOURNMENT

The meeting was adjourned at 3:13 p.m.

ATTEST:



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