

**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
March 13, 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
Les Zendle, MD, President

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 4:43p.m. by Chair Matthews.

APPROVAL OF AGENDA

It was moved and seconded (President 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 – January 9, 2018

It was moved and seconded (President Zendle, Chair Matthews) to approve the minutes of January 9, 2018. Motion passed unanimously.

CEO REPORT

None

FINANCIAL REPORTS

1. Financial Statements
The January and February 2018 financial statements were reviewed.
2. Deposits
The January and February 2018 deposit detail were reviewed.
3. Check Register
The January and February 2018 check register were reviewed.
4. General Grants Schedule
The general grants schedule was reviewed.

The Committee requested that Staff determine if and when to include a liability for District expansion to the Foundation financials.

It was moved and seconded (President Zendle, Chair Matthews) to approve the January and February Foundation Financial Reports and forward to the Board for approval.

Motion passed unanimously.

OTHER MATTERS

Bequest – Hospice of the Desert Communities

Chris Christensen, CFO, described the Bequest for Hospice of the Desert Communities explaining the options of the funds for placement.

It was moved and seconded (President Zendle, Chair Matthews) to approve Option 1 to place the funds in the Desert Healthcare Foundation's Social Service Fund an allocation specific to indigent patients for Bequest – Hospice of the Desert Communities.

Motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 4:48 p.m.

ATTEST:



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