

DESERT HEALTHCARE
FOUNDATION

**DESERT HEALTHCARE FOUNDATION
 FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
 MEETING MINUTES
 April 10, 2018**

Directors Present	District Staff Present	Absent Staff
Chair/Treasurer Mark Matthews Director Jennifer Wortham, DrPH <u>Community Members</u> Arthur Shorr	Herb K. Schultz, CEO Lisa Houston, COO Chris Christensen, CFO Mary Pannoni, Accounting/Admin. Support Andrea S. Hayles, Clerk to the Board <u>Legal Counsel</u> Jeff Scott	Donna Craig, Senior Program Officer; Alejandro Espinoza, Program Officer and Outreach Director; Vanessa Smith, Health Educator

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Matthews called the meeting to order at 3:31 p.m.	
II. Approval of Agenda	Chair Matthews asked for a motion to approve the Agenda.	It was moved and seconded (Community Member Shorr, Director Wortham) to approve the agenda. Motion passed unanimously.
III. Public Comment	Ezra Kaufman, District Resident, inquired on the split-interest agreements of the Foundation as outlined in the auditor's notes for the annual audit that references the Trusts that are not individually named. Mr. Kaufman requested that trusts one, two, and four be named in the annual audit reports. Mr. Kaufman also asked if any trust donations were made anonymously. Before identifying the trusts, Legal Counsel will consider if such documentation is allowable.	

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IV. Approval of Minutes	Chair Matthews asked for a motion to approve the minutes of March 13, 2018.	It was moved and seconded (Community Member Shorr, Chair Matthews) to approve the agenda. Motion passed unanimously.
V. CEO Report	Herb K. Schultz, CEO, explained the cvHIP Marketing Plan that was approved for up to \$72,000 to begin the process of the marketing of cvHIP. The plan did not include \$100,000 for advertising in the media such as newspaper, print, radio, in English and Spanish translation for Valley-wide advertising. The second component of the marketing plan would begin in September. Staff will bring forward an action item at the April 24 th Board meeting.	
VI. Financial Reports	The Financial Reports were 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 (Community Member Shorr, Director Wortham) to approve the March 2018 Foundation Financial Reports and forward to the Board for approval. Motion passed unanimously.
VII. Other Matters	None	
VIII. Adjournment	Chair Matthews adjourned the meeting at 3:32 p.m.	Audio recording available on the website at http://dhcd.org/Finance-and-Administration

ATTEST: 
 Mark Matthews, Chair Finance & Administration Committee/Treasurer
 Desert Healthcare Foundation Board of Directors

Minutes respectfully submitted by Andrea S. Hayles, Clerk of the Board