

DESERT HEALTHCARE  
**FOUNDATION**

**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**February 12, 2019**

Directors Present	District Staff Present	Absent
Chair/Treasurer Mark Matthews Director Jennifer Wortham, DrPH Arthur Shorr, Community Member	Chris Christensen, Interim CEO & CFO Lisa Houston, COO Stephen Huyck, Accounting Manager Andrea S. Hayles, Clerk to the Board	Director Leticia De Lara

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Chair Matthews called the meeting to order at 3:24 p.m.	
<b>II. Approval of Agenda</b>	Chair Matthews asked for a motion to approve the Agenda.	<b>It was moved and seconded (Community Member Shorr, President Wortham) to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	No public comment.	
<b>IV. Approval of Minutes</b>	Chair Matthews asked for a motion to approve the minutes of December 11, 2018.	<b>It was moved and seconded (President Wortham, Community Member Shorr) to approve the agenda. Motion passed unanimously.</b>
<b>V. CEO Report</b>		
<b>VI. Financial Reports</b> <b>1. Financial Statements</b> <b>2. Deposits</b> <b>3. Check Register</b> <b>4. Credit Card Expenditures</b> <b>5. General Grants Schedule</b>	The Financial Reports were reviewed with Chris Christensen, Interim CEO.  Community Member Shorr inquired on the status of the CEO recruitment search. Mr.	<b>It was moved and seconded (Community Member Shorr, President Wortham) to approve the January 2019 Foundation Financial Reports – items 1.-5. and forward to the Board for approval. Motion passed unanimously.</b>

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	recommendation will be presented to the board.	
VII. Other Matters		
VIII. Adjournment	Chair Matthews adjourned the meeting at 3:26 p.m.	<i>Audio recording available on the website at <a href="http://dhcd.org/Finance-and-Administration">http://dhcd.org/Finance-and-Administration</a></i>

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

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