



**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
May 12, 2020**

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair/Treasurer Mark Matthews President Leticia De Lara Director Arthur Shorr	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Donna Craig, Chief Program Officer Eric Taylor, Accounting Manager Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Matthews called the meeting to order at 4:41 p.m.	
II. Approval of Agenda	Chair Matthews asked for a motion to approve the Agenda.	Moved and President De Lara and Director Shorr to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. Minutes – Meeting March 10, 2020	Chair Matthews asked for a motion to approve the minutes of the March 10, 2020 F&A Committee meeting.	Moved and seconded Director Shorr and President De Lara to approve the agenda. Motion passed unanimously.
V. CEO Report	There was no CEO report.	
VI. Financial Reports 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chair Matthews reviewed the February financial reports with the committee.	Moved and seconded President De Lara and Director Shorr to approve the March and April 2020 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.
VII. Other Matters 1. FY 2020-2021 Annual Budget Review and Consideration for Approval	Chris Christensen, CAO, provided an overview of the FY 20-21 Annual Budget. Dr. Barzaga explained that there is \$300k in the Foundation’s FY19-20 budget that has not been allocated during this fiscal year. Staff could combine the \$300k included in the proposed FY20-21 budget totaling approximately \$600k, which could be allocated for small	Moved and seconded Director Shorr and President De Lara to approve the FY 2020-2021 Annual Budget and forward to the Board for approval. Motion passed unanimous



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	grants, but does not merit the distinction between east and west if the grant-making budget is for the entire Valley. The committee recommended allocating all funds designation as all of Coachella Valley/District-wide.	
VIII. Adjournment	Chair Matthews adjourned the meeting at 4:59 p.m.	<i>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</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