



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**October 11, 2023**

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPA	Chris Christensen, Interim CEO Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Eric Taylor, Accounting Manager Andrea S. Hayles, Board Relations Officer	Chair/Treasurer Arthur Shorr

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Director De Lara called the meeting to order at 5:49 p.m.	
<b>II. Approval of Agenda</b>	Director De Lara asked for a motion to approve the agenda.	<b>Moved and seconded by Vice-President Zavala and Director De Lara to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	There was no public comment	
<b>IV. Approval of Minutes</b>  1. <b>Minutes – Meeting September 13, 2023</b>	Director De Lara asked for a motion to approve the minutes of the September 13, 2023, F&A Committee meeting.	<b>Moved and seconded by Vice-President Zavala and Director De Lara to approve the September 13, 2023 Motion passed unanimously.</b>
<b>V. CEO Report</b>	There was no CEO Report.	
<b>VI. Financial Report</b>  1. <b>Financial Statements</b> 2. <b>Deposits</b> 3. <b>Check Register</b> 4. <b>Credit Card Expenditures</b> 5. <b>General Grants Schedule</b>	Chris Christensen, CAO, reviewed the September financials with the committee.  There were no questions or comments.	<b>Moved and seconded by Vice-President Zavala and Director De Lara to approve the September 2023 financials and forward to the board for approval. Motion passed unanimously.</b>
<b>VII. Other Matters</b>  1. <b>Craig Hartzheim – Moss Levy &amp; Hartzheim – FY 2023 Audit Report – Reports presented during the District F&amp;A Committee Meeting</b>	Chris Christensen, Interim CEO, described the review of the Foundation audit reports during the District meeting by Craig Hartzheim, Partner, Moss Levy & Hartzheim.	<b>Moved and seconded by Vice-President Zavala and Director De Lara to approve the FY 2023 Audit Report and forward to the board for approval. Motion passed unanimously.</b>
<b>VIII. Adjournment</b>	Director De Lara adjourned the meeting at 5:52 p.m.	<b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b>



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DocuSigned by:  
*Leticia De Lara*  
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ATTEST: \_\_\_\_\_  
Leticia De Lara, Director, Board of Directors  
Finance & Administration Committee Chair  
Desert Healthcare Foundation Board of Directors

*Minutes respectfully submitted by Andrea S. Hayles, Board Relations Officer*