



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**October 8, 2019**

Directors Present	District Staff Present	Absent
Chair/Treasurer Mark Matthews Vice-President Leticia De Lara	Conrado E. Bázaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Alejandro Espinoza, Program Officer and Outreach Director Stephen Huyck, Accounting Manager Meghan Kane, Community Health Analyst Andrea S. Hayles, Clerk to the Board	Director Arthur Shorr

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Chair Matthews called the meeting to order at 4:31 p.m.	
<b>II. Approval of Agenda</b>	Chair Matthews asked for a motion to approve the agenda.	<b>Moved and seconded by Vice-President De Lara and Chair Matthews to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	No public comment.	
<b>IV. Approval of Minutes</b>  1. Minutes – Meeting September 10, 2019	Chair Matthews asked for a motion to approve the minutes of the September 10, 2019 F&A Committee meeting.	<b>Moved and seconded Vice-President De Lara and Chair Matthews to approve the agenda. Motion passed unanimously.</b>
<b>V. CEO Report</b>	No report was provided.	
<b>VI. Financial Reports</b> 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chris Christensen, CAO, explained the September financial reports.	<b>Moved and seconded Vice-President De Lara and Chair Matthews to approve the September 2019 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.</b>
<b>VII. Other Matters</b>  1. Craig Hartzheim – Moss Levy & Hartzheim – FY 2019 Audit Report -	The Foundation FY 2019 audit report was presented with the District’s audit report to move forward to the Board for approval.	
<b>VIII. Adjournment</b>	Chair Matthews adjourned the meeting at 4:41 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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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*