



“Advancing Solutions to Health Disparities”

Committee

Community Garden District Programs & Activities Finance Outreach REAL

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| Purpose: | To Discuss LMCHD Finance Committee issues. |
| Meeting Date and Time: | Monday, February 24, 2020 6:30pm |
| Date and Time of Next Meeting: | Monday, March 23, 2020 6:30pm |

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| Chair: | <input checked="" type="checkbox"/> Arthur Fountain |
| Board Members: | <input checked="" type="checkbox"/> J. Vern Cromartie Ed.D. <input checked="" type="checkbox"/> Patt Young <input type="checkbox"/> Linda Strong <input checked="" type="checkbox"/> Lee Mason |
| Staff: | <input checked="" type="checkbox"/> Aaronique Gordon, Administrative Assistant <input checked="" type="checkbox"/> Craig Collins, LMCHD Accountant |

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| Agenda Item #1 Call to Order/Roll Call | |
| Discussion: | The meeting was called to order at 6:30pm. Director Cromartie was not in attendance. All remaining Finance Committee members and LMCHD staff were present. |
| Action: | |
| <input type="checkbox"/> Needs Staff Assistance | <input type="checkbox"/> Needs to go to Full Board |

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| Agenda Item #2 Public Comments | |
| Discussion: | There were no public comments. |
| Action: | |
| <input type="checkbox"/> Needs Staff Assistance | <input type="checkbox"/> Needs to go to Full Board |

Agenda Item #3 Review of December 17, 2018 Minutes

Discussion: The Finance Committee reviewed the January 27, 2020 Finance Committee minutes. There was one modification to agenda item #9.

Action: 1. The minutes were accepted with one correction.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #4 Review/Discuss/Recommend Financial Reports for January 2020 – Craig Collins

Discussion: Accountant Craig Collins presented a verbal report on the January 2020 financials. He highlighted the District's assets and revenues. Mr. Collins reported that the \$4,500 under Seminars/Travel were for expenses for the ACHD Leadership Academy trip.

Action: 1. There was no follow-up action recommended.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #5 Review/Discuss current financial statistics – Craig Collins

Discussion: The Finance Committee reviewed a financial statistics memorandum drafted by Craig Collins.

Action: 1. There was no follow-up action recommended.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #6 Review/Discuss implementation of Reimbursement, Compensation, and Finance Reserve Policies to satisfy ACHD certification requirements – (Cont'd. 1/24/20) – Lamar Thorpe/ Craig Collins

Discussion: Reviewed memo drafted by Craig Collins. Lamar Thorpe explained that the District and Mr. Collins are working together to define the financial components for ACHD Certification. Mr. Collins reported that ACHD has specific requirements in order to receive the certification. He recommended that the language be incorporated into the existing Travel and Reimbursement Policy as presented in his staff report and the proposed modified policy. The Finance Committee reviewed Resolution Nos. 180717, 180718, 180719, and 180720.

Action: 1. Staff to include this item for action on the March 9, 2020 Board Meeting agenda.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #7 Review/Discuss all LMCHD contracts and expiration dates for 2019 and 2020

Discussion: The Finance Committee reviewed LMCHD's 2019-2020 contract database.

Action: 1. There was no follow-up action recommended.

Needs Staff Assistance

Needs to go to Full Board