



“Advancing Solutions to Health Disparities”

Committee

Community Garden District Programs & Activities Finance Outreach REAL

Purpose:	To Discuss the LMCHD Finance Committee issues.
Meeting Date and Time:	Monday, August 26, 2019 7:30pm
Date and Time of Next Meeting:	Monday, September 23, 2019 6:30pm

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 checked="" 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

Agenda Item #1 Call to Order/Roll Call	
Discussion:	The meeting was called to order at 6:36pm. All Finance Committee members and LMCHD staff were present.
Action:	
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

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 July 22, 2019 Minutes

Discussion: The Finance Committee reviewed the July 22, 2019 Finance Committee minutes and requested no amendments. Director Cromartie asked that a comma be added before his credentials.

Action: 1. The minutes were approved with one addition.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #4 Review/Discuss/Recommend Financial Reports for April 2019 – Craig Collins

Discussion: Accountant Craig Collins presented a verbal report on the July 2019 financials. He verbally highlighted the District's assets and revenues. Mr. Collins briefly highlighted the District's balloon payments. The Finance Committee asked questions about interest and property taxes. The Finance Committee noticed an unbudgeted \$600.00 allocation toward the Reading Advantage Program and recommended a budget adjustment be made.

Action: 1. A budget adjustment in the amount of \$600.00 will go on the September 9, 2019 Board meeting agenda.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #5 Review/Discuss current financial statistics

Discussion: The Finance Committee reviewed a memorandum drafted by Craig Collins. He reported on the District's current financial statistics. The Finance Committee asked questions regarding recent LAIF transfers.

Action: 1. There was no follow-up action to be taken.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #6 Review/Discuss/Recommend Community Garden Committee request to roll forward approximately \$4,325.24 from 2018-2019 to 2019-2020 to purchase security cameras – Craig Collins

Discussion: The Finance Committee reviewed a memorandum drafted by Executive Assistant Barbara Kee. The Finance Committee reached consensus to send the request the September Board meeting.

Action: 1. The prior year budget adjustment will go to the September 9, 2019 Board meeting.

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 asked questions about Ed Hawkins's contract. Director Mason asked to be excused from this conversation because Mr. Hawkins has been contracted with his agency. The Finance Committee reached consensus to renew Ed Hawkins's contract.

Action: 1. The renewal of Ed Hawkins's contract will go to the September 9, 2019 Board meeting.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #8 Directors and Officers Liability Policy Renewal – Craig Collins

Discussion: The Finance committee reviewed the District’s Directors and Officers liability policy renewal application. The Finance Committee asked questions about page 2 of 6, question 1(a). The Committee reached consensus to ask Executive Director Lamar Thorpe to seek a legal opinion from Attorney Gary Bell regarding this section of the renewal application. The Finance Committee also recommended Executive Director Lamar Thorpe draft a staff report and present it at the September 9, 2019 Board meeting.

Action: The Finance Committee request will be reported to Lamar Thorpe.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #9 Adjournment

Discussion: The meeting was adjourned at 8:30pm.

Action:

Needs Staff Assistance

Needs to go to Full Board