



**MINUTES  
FINANCE COMMITTEE**

**Wednesday, November 6, 2019 at 6:00 P.M.  
Board Conference Room, 138 S. Brandon Rd., Fallbrook CA 92028**

1. Call to Order/Roll Call

Committee Chair Jennifer Jeffries called the meeting to order at 6:02 p.m.

Committee Member in attendance: Jennifer Jeffries

Board members in attendance: Howard Salmon and Kate Schwartz-Frates

Also present: Executive Director: Rachel Mason, Administrative Assistant: Linda Bannerman

Accountant: Susan Woodward and Bookkeeper: Wendy Lyon

2. Public Comments

None

3. Review of Financial Statements for September 2019

- 1) Balance Sheet Comparison of September to August
- 2) Income Statement for the Month Ended September 30, 2019 & Fiscal Year to Date
- 3) Profit & Loss Actual vs Budget – July 2019 to September 2019
- 4) Profit & Loss Approved Annual Budget Overview July 2019 – June 2020
- 5) Local Agency Investment Fund (LAIF) Statement – September
- 6) CalTrust Statement – September
- 7) Property Tax Revenue – Fiscal Year to Date
- 8) Check Detail as of September
- 9) Med+ Urgent Care Utilization Report
- 10) Checkbook Report – September  
(See attached report)

4. Discussion Items

a. Lyft Pilot Program Budget – Draft

Executive Director Rachel Mason reviewed the draft of the budget for this pilot program.

Discussion ensued. It was noted this is an unbudgeted pilot program.

**Recommendation:** The Finance Committee recommended approval of this pilot program for a six-month period.

(See attached draft budget)

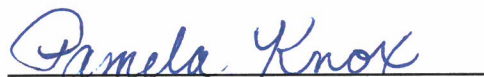
b. Review of Annual Audit

Chair Jeffries said the annual audit report failed to include corrections we had submitted to them more than once; however, their summary did not reflect any concerns regarding our processes. Since the auditing firm still needs to incorporate our corrections to the report, the final audit report will be submitted to the full board in December.

5. Adjournment

There being no further business, the meeting was adjourned at 6:32 p.m.

  
Jennifer Jeffries, Chair

  
Board Secretary/Clerk