



**BOARD OF HEALTH
FINANCE COMMITTEE
January 14, 2020 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Chairman Deborah Henault called the meeting to order at 12:06 PM in the Director's Office of CCHD in Rocky Hill, CT.

Present: Charles Brown, Deborah Henault, Patricia Checko (via conference call), and Barbara Gilbert.

Excused: Kevin Borrup **Quorum present.**

Date meeting notice posted: January 9, 2020

Staff: none

B. PUBLIC FORUM – no one from the public was present.

C. ADOPTION OF AGENDA

A MOTION was made by Gilbert, seconded by Checko to accept the agenda to as presented. **Motion carried unanimously.**

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Gilbert, seconded by Checko to approve the minutes of December 17, 2019 Committee meeting as posted. **Motion carried unanimously.**

E. UNFINISHED BUSINESS

1. FY 2020-2021 Budget Projections Discussion

- Brown reviewed proposed budget for the consideration and comment by the committee members. Office manager finalized expense data from first year in the new office to assist in cost projections for the next fiscal year. Committee members provided feedback on per capita rates. Fee schedule will be reviewed before next meeting in order to finalize proposal before going to the public hearing and the Board in March 2020.

F. NEW BUSINESS

1. December 2019 Financial Statement Review

- Brown reviewed the monthly financial reports for FY 2019-2020 through December 31, 2019 and answered and clarified issues for the Committee about various line items. Brown will provide quarterly financial update at next Board meeting.

A MOTION was made by Gilbert, seconded by Checko to accept the financial statements through December 31, 2019. **Motion carried unanimously**

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G. NEXT MEETING

1. The Finance Committee will meet on February 18, 2020 at 12:00 PM in the CCHD offices in Rocky Hill.
2. Agenda:
 - a. Monthly financial statements

H. ADJOURNMENT

A MOTION was made by Gilbert, seconded by Brown to adjourn. **Motion carried unanimously.** The meeting adjourned at 1:01 PM.

Respectfully submitted,

Charles K. Brown Jr.

Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: February 18, 2020