



**BOARD OF HEALTH
FINANCE COMMITTEE
September 14, 2021 Meeting
MINUTES**

A. CALL TO ORDER AND ATTENDANCE

Deborah Henault, the Chair called the meeting to order via call at 12:05 PM in the Director's Office of CCHD in Rocky Hill, CT and online via call and Zoom.

Present: Charles Brown, Patricia Checko (Zoom), Deborah Henault (Zoom), and Barbara Gilbert (Zoom).

Excused: None **Quorum present.**

Date meeting notice posted September 13, 2021

Staff: none

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

C. ADOPTION OF AGENDA

A MOTION was made by Checko, seconded by Gilbert to accept the agenda.

Motion carried unanimously.

D. APPROVAL OF RECORD OF MINUTES

MOTION was made by Checko, seconded by Gilbert to approve the minutes of August 20, 2021 Committee meeting. **Motion carried unanimously.**

E. UNFINISHED BUSINESS

1. FY 2020-21 Audit Update

Brown reported that the auditor has met with our office manager and plans to conduct audit in-person over a 2-3 day period. Office manager is working with accountant to prepare information for review.

F. NEW BUSINESS

1. August 2021 Financial Statement Review

- Brown reviewed the monthly financial reports for FY 2020-2021 through August 31, 2021 and answered and clarified issues for the Committee about various line items.

A MOTION was made by Checko, seconded by Gilbert to accept the financial statements through August 31, 2021. **Motion carried unanimously**

CCHD FINANCE COMMITTEE
September 14, 2021 Meeting
Page 2

G. NEXT MEETING

1. The Finance Committee will meet on October 19, 2021 at 12:00 PM in the CCHD offices in Rocky Hill and via teleconference.
2. Agenda:
 - a. Monthly financial statements
 - b. FY 2020-21 Audit Update

H. ADJOURNMENT

A MOTION was made by Gilbert, seconded by Checko to adjourn. **Motion carried unanimously.** The meeting adjourned at 12:15 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: October 19, 2021