



**MARK TWAIN  
HEALTH CARE DISTRICT**

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**Finance Committee Meeting  
Wed. April 10, 2019  
9:00am  
Mark Twain Medical Center Education Center - Classroom 5  
San Andreas, CA**

## **Approved Minutes**

### Mark Twain Health Care District Mission Statement

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

**1. Call to order:**

The meeting was called to order by Ann Radford, Secretary at 9:02am.

**2. Roll Call:**

Present for roll call was Ms. Radford and Ms. Hack, Ms. Atkinson was absent and excused.

**3. Approval of Agenda: Action**

Ms. Hack moved to approve the Agenda. Ms. Radford provided her second. The motion passed 2-0.

**4. Public Comment On Matters Not Listed On The Agenda:**

Hearing none.

**5. Consent Agenda: Action**

**A. Un-Approved Minutes:**

- Special Finance Committee Meeting Minutes for March 19, 2019:

Ms. Hack moved to approve the Consent Agenda. Ms. Radford provided her second and the motion passed 2-0.

## 6. Chief Executive Officer's Report

- **USDA (SF 271) Outlay Report (4-7- 2019):**

Dr. Smart: Explained cost over cost in red (\$8,400) overrun. Budget signage in final part of it coming in at \$26K; the Districts obligation in buying the furniture and IT equipment; signed and submitted the \$556K draw to USDA and will provide a check to contractor this week when it funds.

- **Lease Closing - Update**

Dr. Smart: The lease is to close on April 29<sup>th</sup>; there are 36 action items on the checklist.

- **Review Investment Authority - CA Govt. Code 53607 Policy No. 22: Action**

Dr. Smart: Read a section of Policy 22; the policy needs to be approved on an annual basis.

Mr. Wood: Made a recommendation to Board to give Dr. Smart the authority to make investment transactions.

Ms. Hack moved to approved Policy No. 22. Ms. Radford provided her second and the motion passed 2-0.

- **Fixed Asset - Capitalization Policy No. 30: Action**

Mr. Wood: Explained the Govt. Accounting Standards Board (GASB 34) Capitalized Assets; a good threshold is \$2,500 for each item or a group of items equal to \$2,500.

Ms. Hack moved to approve Policy No. 30. Ms. Radford provided her second. The motion passed 2-0.

## 7. Accountant's Report: Action

- **Financial Status, Trends, Long-Term Views and Cashflow:**

Mr. Wood: Mentioned that the Cash and Assets both look good.

- **March Financials Will Be Presented to The Committee:**

Mr. Wood: Handed out his narrative; it's a draft as the Minority interest is not current on the Profit and Loss Statement because MTMC hasn't closed their books. He created a new pre-paid account for the Valley Springs Health & Wellness Center (VS H&W Center).

- **Investment – Update:**

Mr. Wood: Handed out a Draft of the Investment & Reserves Report, went over some interest gains and mentioned we are still missing a statement from Umpqua for the Money Market fund.

Ms. Hack moved to approve the Financial Report. Ms Radford provided her second and the motion passed 2-0.

## 8. Treasurer's Report

- **Budget Cycle Planning and Input:**

Dr. Smart: Gave an update on developing next year's budget; Mr. Wood will provide input on the budget; Mr. Hohenbrink will do the Valley Springs Health & Wellness Center budget. The goal is to have a draft budget for the May Finance Committee meeting. After the Committee review and edits are complete then the draft budget will be sent to the Board on May 31<sup>st</sup>.

## 9. Comments and Future Agenda Items:

Dr. Smart: Strategic Planning meeting.

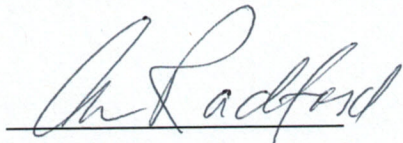
Dr. Smart: Updated the Board regarding construction; the building will be done by the middle of August; staff is working on employee applications; the recruiter is working on finding doctors for the clinic; provider credentials are being done remotely; the radiologist and dentist falling into place

## 10. Next Meeting:

- The next meeting will be May 8, 2019.

## 11. Adjournment: Action

Ms. Hack moved to adjourn the meeting. Ms. Radford provided her second and the meeting was adjourned at 9:56am.



Ann Radford, Secretary