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**Finance Committee Meeting  
Wed. May 8, 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 Susan Atkinson at 9:00am.

#### **2. Roll Call:**

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

#### **3. Approval of Agenda: Action**

Ms. Radford moved to approve the Agenda. Ms. Atkinson provided her second and 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:**

- **Finance Committee Meeting Minutes for April 10, 2019:**

Ms. Radford moved to approve Meeting Minutes. Ms. Atkinson provided her second and the motion passed 2-0.

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## 6. Chief Executive Officer's Report

- **USDA (SF 271) Outlay Report 5-1-2019:**

Dr. Smart: Explained summary tracking on Construction Cost and mentioned the line Contingency has no cost overruns; signed and submitted \$616K loan draw #9 to USDA.

- **Lease Closing - Update**

Dr. Smart; The Lease is to close on June 1<sup>st</sup>.

- **First Draft 2019-20 Budget: Kelly Hohenbrink Will Call Into The Meeting:**

Dr. Smart: Explained new format for the Valley Springs Health & Wellness Center budget and introduced Mr. Hohenbrink for explanation of budget overview via telephone.

Mr. Hohenbrink: Explained budget as a draft; explained the overview on how budget was developed page by page summarized on what are the major component in details and will present to Board via telephone on May 31, 2019.

Mr. Hohenbrink: Explained the General Ledger numerical representation are origins from the hospital/rural health clinics 7083, General Ledger statewide manual that describes numbers from the Office of Statewide Health Planning and Development (OSHDP) which is a refined general ledger, efficient and driven to have detailed information ledger codes recap; Mr. Hohenbrink will change acronym VSRHC to VSH&WC.

Dr. Smart: Explained budget doesn't included shelled space rental and may be budgeted in future.

Mr. Wood: Explained that on July 1<sup>st</sup>, the general ledger numbers from budget will match the Districts QuickBooks.

## 7. Accountant's Report: Action

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

Mr. Wood: Explained that the District is on track with the budget which is ten months into the fiscal year and balance sheet shows a strong cash position.

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

Mr. Wood: Handed out his **Draft** narrative; as the Minority Interest is not current on the Profit & Loss statement because MTMC hasn't closed their books for April and the statement for Umpqua investments hasn't arrived.

- **Investment – Update:**

Mr. Wood: Handed out the **Draft** of the Investments & Reserves Report and mentioned that Cal Trust account has a decent interest rate.

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8. **Treasurer's Report**

- **Budget Cycle Planning and Input:**

Ms. Atkinson: July 1<sup>st</sup> is set up for final approval for budget; policy committee will meet so they can allow Dr. Smart to execute and sign contracts that are over \$100K.

9. **Comments and Future Agenda Items:**

None

10. **Next Meeting:**

- The next meeting will be June 12, 2019.

11. **Adjournment:** Action

Ms. Atkinson moved to adjourn the meeting. Ms. Radford provided her second and the meeting was adjourned at 10:21am.

A handwritten signature in cursive script, appearing to read "Ann Radford", is written over a horizontal line.

Ann Radford, Secretary