BOARD OF HEALTH
FINANCE COMMITTEE
May 19, 2020 Meeting
MINUTES

A. CALL TO ORDER AND ATTENDANCE
Chairman Deborah Henault called the meeting to order via call at 12:02 PM in the Director’s Office of CCHD in Rocky Hill, CT.
Present: Charles Brown, Patricia Checko (call in), Deborah Henault (call in) and Barbara Gilbert (call in).
Excused: Kevin Borrup Quorum present.
Date meeting notice posted: May 18, 2020
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 as presented. Motion carried unanimously.

D. APPROVAL OF RECORD OF MINUTES
A MOTION was made by Checko, seconded by Gilbert to approve the minutes of April 14, 2020 Committee meeting. Motion carried unanimously.

E. UNFINISHED BUSINESS
1. Capital Equipment Purchase Update
   • Brown updated the committee on the use of funds from the Capital Reserve account to purchase teleconferencing equipment. This equipment is dual purpose and provides video-conferencing capability for meeting remotely and production of public service announcements for use on the website and social media outlets.
   • The total purchase amount was $3118 and was submitted for reimbursement under COVID-19 emergency funding.
   • The equipment has come in and will be installed this week.

F. NEW BUSINESS
1. April 2020 Financial Statement Review
   • Brown reviewed the monthly financial reports for FY 2019-2020 through April 30, 2020 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 April 30, 2020. Motion carried unanimously
G. NEXT MEETING
1. The Finance Committee will meet on June 16, 2020 at 12:00 PM in the CCHD offices in Rocky Hill and via teleconference.
2. Agenda:
   a. Monthly financial statements

H. ADJOURNMENT
   A MOTION was made by Checko, seconded by Gilbert to adjourn. Motion carried unanimously. The meeting adjourned at 12:38 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: June 16, 2020