BOARD OF HEALTH
FINANCE COMMITTEE
August 25, 2020 Meeting
MINUTES

A. CALL TO ORDER AND ATTENDANCE
Chairman Pat Checko called the meeting to order via call at 12:02 PM in the Director's Office of CCHD in Rocky Hill, CT. Checko chaired the meeting at the request of Deborah Henault, the Chair of Finance.

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

Excused: None  Quorum present.

Date meeting notice posted: August 19, 2020

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

C. ADOPTION OF AGENDA
A MOTION was made by Gilbert, seconded by Henault to accept the agenda as presented. Motion carried unanimously.

D. APPROVAL OF RECORD OF MINUTES
A MOTION was made by Gilbert, seconded by Henault to approve the minutes of June 16, 2020 Committee meeting. Motion carried unanimously.

E. UNFINISHED BUSINESS

1. Equipment Update
   • Brown reported that previous equipment purchase authorized from Capital Reserve account was reimbursed through COVID-19 funding. Brown requested funding for additional camera equipment to assist capturing mass vaccination clinic operations for the purposes of evaluation and promotional purposes. Brown requested $550 from Capital Reserves.

   A MOTION was made by Gilbert, seconded by Borrup to authorize funding from Capital Reserve account to fund equipment purchase. Motion carried unanimously.

F. NEW BUSINESS

1. June 2020 Financial Statement Review
   • Brown reviewed the monthly financial reports for FY 2019-2020 through June 30, 2020 and answered and clarified issues for the Committee about various line items.

   A MOTION was made by Gilbert, seconded by Henault to accept the financial statements through June 30, 2020. Motion carried unanimously.
2. **July 2020 Financial Statement Review**
   - Brown reviewed the monthly financial reports for FY 2019-2020 through July 31, 2020 and answered and clarified issues for the Committee about various line items.
   
   **A MOTION** was made by Borrup, seconded by Gilbert to accept the financial statements through July 31, 2020. **Motion carried unanimously**

G. **NEXT MEETING**
1. The Finance Committee will meet on September 15, 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 Gilbert, seconded by Borrup to adjourn. **Motion carried unanimously.** The meeting adjourned at 12:36 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

**REVIEWED AND APPROVED BY COMMITTEE:** September 15, 2020