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Finance Committee Meeting
Wednesday March 14, 2018
9:00 am
Mark Twain Medical Center Education Center - Classroom 5
San Andreas, CA

Un- 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 Treasurer, Susan Atkinson at 9:04am.

2. Roll Call:

Present for roll call was Susan Atkinson, MSW and Ms. Radford, FNP.

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

- Un-Approved Finance Committee Meeting Minutes for Feb. 14, 2018.

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

6. Controller's Report: Action

- **Financial Status, Trends, Long-Term Views and Cashflow:**
- **February Financials Will Be Presented to The Committee:**

Mr. Krieg: Commented on some items in the financials: total revenues be increased for the month because of the first tax payment was received; consulting fees were up as expected due to payments to VMG and Wipfli Consultants; the District could expect an operating loss of (approx.) \$27k before grants and sponsorships; the MTMC Minority Interest account decreased by (approx.) \$6k vs a budgeted loss of (approx.) \$24k.

Ms. Atkinson: The District needs to look ahead to the approx. \$55k / month due for utilities.

Mr. Krieg: While MTMC was paying the utilities, an effort was made to decrease the expense i.e.; consolidate all propane costs to one vendor for a better price.

Ms. Radford: Confirmed the District would keep a property manager to maintain the VS Rental and property.

Mr. Malcoun: Sends sub tenants a letter when rent increase is due.

7. Treasurer's Report:

- Investments Policy Update:

Ms. Atkinson: Has been working on the investment policy along with Dr. Smart and hopes to have it ready for the April meeting.

Mr. Krieg: Going into the future investment accounts need to be well labeled so funds are spent as intended i.e.: utilities and seismic requirements.

8. Executive Director's Report:

- **County Controller Reports:**

Dr. Smart: Rebecca Callen, Calaveras County Auditor/Controller has accepted an invitation to attend the April meeting to review and answer questions about the reports her department sends to the District each month.

- **Audit RFP:**

Dr. Smart: There were 5 proposals received and reviewed by Mr. Krieg, Ms. Atkinson and himself individually. Next week the three will compare notes.

- **MOB Leases:**

Dr. Smart: In the new lease the District will own all the furnishings and equipment then can lease out fully-furnished space which has a higher value.

9. Comment and Future Agenda Items:

Mr. Krieg: MTMC wants to clean out a storage locker full of files so he will deliver District boxes to the District. He is also working on a dashboard for the District showing expense amounts that have exceeded budget. He will also create a method to track month-to-month operating amounts. He is making himself available for Board members and staff to research budget assumptions.

10. Next Meeting:

- The next regular meeting will be April 11, 2018:

11. Adjournment: Action

Ms. Radford moved to adjourn the meeting at 9:57am. Ms. Atkinson provided her second and the motion passed 2-0.