

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
FINANCE COMMITTEE TELE-CONFERENCE MEETING MINUTES
March 7, 2019**

Committee Members Present:

Linda Lee (Chair)
Elithia Stanfield
Paul McClintock

Committee Members Not Present

Harriet Crozier
Barbara Sheen Todd

Others Present:

Ann Marie Winter Executive Director, Area Agency on Aging of Pasco-Pinellas Area Agency
Katherine Carleton, CFO, Area Agency on Aging of Pasco-Pinellas
Virginia Cruz (Recorder), Area Agency on Aging of Pasco-Pinellas

Agenda Item # 1 – Call to Order:

The Area Agency on Aging of Pasco-Pinellas, Inc. Finance Committee Meeting was held Thursday March 7, 2019 by tele-conference at the Area Agency on Aging of Pasco-Pinellas, 9549 Koger Blvd., Suite 100, St Petersburg, FL. Chair Linda Lee called the meeting to order at 9:31 am.

Agenda Item # 2 – Public Meeting Notice

Chair Lee announced the meeting was publicly noticed.

Agenda Item # 3 – Roll Call

Ms. Katherine Carleton called the roll and a quorum of committee members were present.

Agenda Item # 4 – Approval of Minutes

Chair Lee presented the last meeting Minutes and asked if there were any questions or comments and there were none. Ms. Elithia Stanfield made a motion to approve the February 7, 2019 meeting minutes. Mr. Paul McClintock seconded. None opposed, motion carried.

Agenda Item # 5 – Addendum Item(s) or any other Item(s) requiring Board Discussion

None.

Agenda Item # 6 – Area Agency on Aging Financial Status

Ms. Katherine Carleton presented the January 31, 2019 Financial Statement with an explanation of variances. There were no questions or comments. Ms. Elithia Stanfield made a motion to recommend taking the January 31, 2019 Financial Statement to the Board of Directors for approval. Mr. Paul McClintock seconded the motion. None opposed, motion carried.

Agenda Item # 7 – Serving Health Insurance Needs of Elders (SHINE)

Ms. Katherine Carleton informed that the AAAPP was notified that the Department of Elder Affairs had issued a new contract for the SHINE program which begins on 4/1/2019 and ends on 3/31/2020 in the amount of \$315,300.72. Mr. Paul McClintock made a motion to recommend taking the SHINE contract in the amount of \$315,300.72 to the Board of Directors for approval. Ms. Elithia Stanfield seconded the motion. None opposed, motion carried.

Agenda Item # 8 – Items for Discussion

None.

Agenda Item # 9 – Chairman Report

None.

Agenda Item #10 – Executive Director's Report

Ms. Ann Marie Winter thanked Chair Linda Lee for her commitment in steering the finances of the AAAPP and was grateful that Ms. Lee will continue to serve as a Board member. In response as the Chair of the Finance Committee Ms. Lee stated that she enjoyed being part of the Committee.

Agenda Item #11 – Committee Member's Comments

None.

Agenda Item #12 – Adjourn

There being no other items for discussion the meeting adjourned at 9:39 a.m.

Respectfully submitted,

Linda Lee, Chair

Date _____

Virginia Cruz
Recording Secretary