

AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
FINANCE COMMITTEE MEETING MINUTES HELD VIA ZOOM VIDEO
October 8, 2020

Committee Members Present:

Harriet Crozier, Chair
Barbara Sheen Todd
Elithia Stanfield
Linda Lee
Paul McClintock

Committee Members Not Present

None

Others Present:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Kimberly Hamm, CFO, Area Agency on Agency on Aging of Pasco-Pinellas
Virginia Cruz, Executive Assistant, 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 on Thursday October 8, 2020 by Zoom Video Call. Chair Harriet Crozier called the meeting to order at 9:33 a.m.

Agenda Item #2 – Public Meeting Notice

Ms. Virginia Cruz announced the meeting was publicly noticed.

Agenda Item #3 – Roll Call

Ms. Ann Marie Winter called the roll and a quorum of committee members were present.

Agenda Item #4 – Approval of Minutes

Chair Harriet Crozier presented the last meeting minutes and asked if there were any questions or comments and there were none. Mr. Paul McClintock made a motion to approve the September 3, 2020 Finance Committee meeting minutes. Ms. Elithia Stanfield 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 Statement of Revenue and Expense Budget vs Actual

Chair Harriet Crozier informed that the Statement of Revenue and Expense Budget vs Actual for the period August 31, 2020 was not available therefore, it will be presented at the Board of Directors meeting of October 19, 2020 for discussion and approval.

Agenda Item #7 – AAAPP Balance Sheet

Chair Harriet Crozier informed that the AAAPP Balance Sheet for the period August 31, 2020 was not available therefore, it will be presented at the Board of Directors meeting of October 19, 2020 for discussion and approval.

Agenda Item #8 - Surplus/(Deficit) Report

Chair Harriet Crozier introduced the new CFO Ms. Kimberly Hamm. Ms. Kimberly Hamm presented the Area Agency on Aging Surplus/Deficit Report for the period August 31, 2020. Mr. Paul McClintock made a motion to recommend taking the Surplus/(Deficit) Report of August 31, 2020 to the Board of Directors for approval. Ms. Barbara Sheen Todd seconded. None opposed, the motion was carried.

Agenda Item #9 – ACL ADRC Funding

Ms. Ann Marie Winter reported that the AAAPP was notified by the Department of Elder Affairs that additional funding in the amount of \$243,141.23 has been allocated to the AAAPP to provide critical access function, support capacity building and resource allocation to those populations most at risk of covid-19 and mitigate adverse effects resulting from this national pandemic. Ms. Barbara Sheen Todd made a motion to recommend taking to the Board of Directors for approval. Mr. Paul McClintock seconded. None opposed, motion was carried.

Agenda Item #10 - Chairman’s Report

Chair Harriet Crozier welcomed back the Executive Director from her vacation. Chair Crozier also welcomed the new CFO Ms. Kimberly Hamm and looks forward to working with her.

Agenda Item #11 – Executive Director’s Report

The Executive Director welcomed Ms Hamm and stated that she was excited that Ms. Hamm has joined the team. Ms Hamm has a wealth of experience in accounting and the local service planning area. She is very involved in Pasco County and looks forward to the same in Pinellas County. Ms Winter thanked Committee members for their patience in relation to the unavailability of the financial reports.

Agenda Item #12 – Committee Member’s Comments

Mr. Paul McClintock and Ms Barbara Sheen Todd welcomed Ms Kimberly Hamm.

Ms Hamm stated that she was excited to be a part of the team. Thanked committee members for their understanding for the unavailability of the financial reports and stated that would not be an issue in moving forward. She looks forward to building trustworthy relationship with the committee.

Agenda Item #13 – Adjourn

There being no other items for discussion the meeting adjourned at 9:54 a.m.

Respectfully submitted,

Harriet Crozier

Chair

Virginia Cruz
Recording Secretary

Date