

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
FINANCE COMMITTEE MEETING MINUTES
HELD VIA MICROSOFT TEAMS THURSDAY, APRIL 9, 2026**

Committee Members Present via Teams

Lisa Shippy Gonzalez, Chair

David Alvarez

Anthony Koffman

Committee Members Not Present

None

Others Present via Teams

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas

Kristina Jalazo, Chief Finance Officer, Area Agency on Aging of Pasco-Pinellas

Zakiya Waller, Senior Accountant, Area Agency on Aging of Pasco-Pinellas

Melissa Lawrence, Executive Assistant, Area Agency on Aging of Pasco-Pinellas

David Ochotorena, UBS Financial Advisor

Matt Gordon, UBS Managing Director

Agenda Item #1 - Call to Order

The Agency on Aging of Pasco Pinellas, Inc. Finance Committee Meeting was held on Thursday, April 9, 2026, via Microsoft Teams. Chair Lisa Shippy Gonzalez called the meeting to order at 9:31 a.m.

Agenda Item #2 - Public Meeting Notice

Ms. Ann Marie Winter announced the meeting was publicly noticed.

Agenda Item #3 - Roll Call

Ms. Ann Marie Winter called the roll. A quorum of committee members was present.

Agenda Item #4 - Approval of Minutes

Chair Lisa Shippy Gonzalez presented the last meeting minutes of the March 5, 2026 meeting and asked if there were any questions or comments. There were none. Mr. David Alvarez made a motion to approve the February 12, 2026 Finance Committee meeting minutes. Mr. Anthony Koffman seconded. None opposed, motion carried.

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

None.

Agenda Item #6 – Investment Asset Allocation Review

Mr. David Ochotorena, UBS Financial Advisor and Mr. Matt Gordon, UBS Managing Director presented a combined UBS/PCF AAAPP investment portfolio as of March 25, 2026 and reviewed the asset allocation. The Finance Committee discussed several options. David Alvarez made a motion to recommend reallocating 55% of UBS investment funds to equities and 45% to fixed income securities to the Board of Directors for approval and Mr. Anthony Koffman seconded. None opposed, motion carried

Agenda Item #7 AAAPP – Unaudited Statement of Financial Position

Ms. Kristina Jalazo, Chief Financial Officer, presented AAAPP’s unaudited Statement of Financial Position through February 28, 2026 to the Finance Committee. Mr. David Alvarez made the motion to recommend taking the statement to the Board of Directors for approval and Mr. Anthony Koffman seconded. None opposed, motion carried.

Agenda Item #8 - AAAPP – Unaudited Statement of Revenue and Expenditures

Ms. Kristina Jalazo, Chief Financial Officer, presented the Unaudited Statement of Revenue and Expense, year-to-date through February 28, 2026. Mr. David Alvarez made the motion to recommend taking the statement to the Board of Directors for approval and Mr. Anthony Koffman seconded. None opposed, motion carried.

Agenda Item #9 – AAAPP - Unaudited Statement of Activities and Changes in Net Assets

Ms. Kristina Jalazo, Chief Financial Officer, presented the Unaudited Statement of Activities and Changes in Net Assets year-to-date through February 28, 2026. Mr. David Alvarez made the motion to recommend taking the statement to the Board of Directors for approval and Mr. Anthony Koffman seconded. None opposed, motion carried.

Agenda Item #10 - Surplus/Deficit) Report

Ms. Ann Marie Winter, Executive Director, presented the Surplus/Deficit Report year-to-date through February 28, 2026. Mr. David Alvarez made the motion to recommend taking the statement to the Board of Directors for approval and Mr. Anthony Koffman seconded. None opposed, motion carried.

Agenda Item #11 – Donation and Gift Acceptance Policy

Kristina Jalazo, Chief Financial Officer presented the revised Donation and Gift Acceptance Policy for the Finance Committee’s review. It was recommended that the staff revise the policy based on Committee’s feedback

Agenda Item #12 – Staff Bonus

Kristina Jalazo, Chief Financial Officer shared with the Committee that a bonus in the amount of \$475 is being paid to the IT Manager for going above and beyond his normal duties with the new website design and implementation in accordance with the agency's Bonus Policy. For Information Only.

Agenda Item #13 – Additional Items For Discussion

None.

Agenda Item #14 – Chairman's Report

Chair Lisa Shippy-Gonzalez thanked Kristina Jalazo and her staff for all their work and preparation for these Committee meetings.

Agenda Item #15 – Executive Director's Report

Ann Marie Winter, Executive Director, shared that the net proceeds from this year's luncheon will be used to help seniors with wrap around services. Ms. Ann Marie shared the AAAPP has been notified that it has won US Aging's Aging in Innovation Award for our tv show, Aging on the Suncoast produced and hosted by Outreach Manager Kathryn Bursch.

Ms. Ann Marie also announced that she will be facilitating a workshop on senior housing at the US Aging conference in San Diego in July of this year. Three team members will be attending. Leadership team members are encouraged to submit workshop proposals if they would like to attend a conference.

Agenda Item #16- Committee Members Comments

None.

Agenda Item #17- Adjourn

There being no other items for discussion, the meeting adjourned at 10:32 a.m.

Respectfully submitted,

Melissa Lawrence
Recording Secretary

Lisa Shippy-Gonzalez Chair

Date: _____