AREA AGENCY ON AGING OF PASCO-PINELLAS, INC. ("AAAPP")
FINANCE COMMITTEE MEETING MINUTES
HELD VIA MICROSOFT TEAMS
THURSDAY, AUGUST 6, 2026 / 9:30 A.M.

Committee Members Present via Teams
Lisa Shippy-Gonzalez (Chair) - Late Arrival
David Alvarez
Anthony Koffman

Others Present via Teams
Ann Marie Winter, Executive Director, AAAPP
Kristina Jalazo, Chief Financial Officer, AAAPP
Kharla Lavandier, Controller, AAAPP
Victoria Giambrone, Executive Assistant, AAAPP
Mr. David J. Hochsprung, Cavanaugh & Co, LLP, Auditor for AAAPP

Agenda Item #1 - Call to Order

The Area Agency on Aging of Pasco Pinellas, Inc. Finance Committee meeting was held on Thursday, August 6, 2026, via Microsoft Teams. In (partial) absence of the Treasurer and Finance Committee Chair, Lisa Shippy-Gonzalez, Mr. David Alvarez chaired and called the meeting to order at 9:32 a.m.

Agenda Item #2 - Public Meeting Notice

Ms. Ann Marie Winter, Executive Director, announced the meeting was publicly noticed.

Agenda Item #3 - Roll Call

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

Agenda Item #4 - Approval of Minutes

Mr. David Alvarez presented the Minutes of the June 5, 2026, meeting and asked if there were any questions or comments. There were none. Mr. Anthony Koffman made a Motion to approve the Minutes of the June 5, 2026 Finance Committee meeting. Mr. David Alvarez seconded. None opposed. Motion carried.

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

None.

Agenda Item #6 – 2025 Draft Financial Statements and Compliance Audit Reports

Mr. David J. Hochsprung of Cavanaugh & Co, LLP, Auditor for AAAPP, reviewed the Draft Audit including all financial statements and presented the highlights from the 2025 audit report. He reviewed auditor and client responsibilities, required communications, audit results, statement of financial position, revenues and expenses, and persons served by funding sources. Mr. Hochsprung reported clean and stellar results throughout the years. He did state that a Note was included in the audit about the Purchase Option Agreement signed by the AAAPP in May in regard to the HUD Project. After some discussion between the Committee Members, it was decided that Mr. Hochsprung would condense the footnote to salient details only as is standard practice when noting a "Subsequent Event". Mr. Anthony Koffman made a Motion to recommend taking the draft 2025 Financial Statements and Compliance Reports, with proposed amendments, to the Board of Directors. Mr. David Alvarez seconded. None opposed. Motion carried.

Agenda Item #7 – AAAPP – Unaudited Statement of Financial Position

Ms. Kristina Jalazo, Chief Financial Officer, presented the Unaudited Statement of Financial Position, year-to-date through June 30, 2026. Mr. Anthony Koffman made a Motion to recommend taking the Unaudited Statement of Financial Position to the Board of Directors for approval. Mr. David Alvarez seconded. None opposed. Motion carried.

Agenda Item #8 - AAAPP - Unaudited Statement of Revenue and Expense Budget vs Actual

Ms. Kristina Jalazo, Chief Financial Officer, presented the Unaudited Statement of Revenue and Expense year-to-date through June 30, 2026. Mr. Anthony Koffman made a Motion to recommend taking the Unaudited Statement of Revenue and Expense to the Board of Directors for approval. Mr. David Alvarez seconded. None opposed. Motion carried.

Chair Lisa Shippy-Gonzalez joined the meeting at this point (10:10 AM) and chaired the remainder of the meeting.

Agenda Item #9 – Unaudited Statement of Activities and Change in Net Assets

Ms. Kristina Jalazo, Chief Financial Officer, presented the AAAPP Unaudited Statement of Activities and Changes in Net Assets Year-to-Date June 30, 2026. Mr. David Alvarez made a Motion to bring the Unaudited Statement of Activities and Changes in Net Assets to the Board of Directors for approval. Mr. Anthony Koffman seconded. None opposed. Motion carried.

Agenda Item #10 – Surplus/(Deficit) Reports

Ms. Ann Marie Winter, Executive Director, presented the Surplus/Deficit Report year-to-date through June 30, 2026. Mr. David Alvarez made a Motion to recommend taking the Surplus/Deficit Report to the Board of Directors for approval. Mr. Anthony Koffman seconded. None opposed. Motion carried

Agenda Item #11 – Salary Increases for Eligible Staff
Ms. Kristina Jalazo, Chief Financial Officer, presented the proposed staff salary increases. Mr. David Alvarez made a Motion to recommend taking the salary increases to the Board of Directors for approval. Mr. Anthony Koffman seconded. None opposed. Motion carried.

Agenda Item # 12 – Additional Items for Discussion
None.

Agenda Item #13 – Chairman's Report
Chair Lisa Shippy-Gonzalez apologized for her tardiness at today's meeting which she indicated was due to an unforeseen and unavoidable matter that arose at the last minute, and thanked Mr. David Alvarez for covering.

Agenda Item #14 — Executive Director's Report
Ms. Ann Marie Winter, Executive Director, informed the Committee that updates to the Area Plan have been placed on the AAAAPP website and are now receiving public comments.

A draft of the 2027-2029 Strategic Plan is scheduled to be presented to the Board of Directors during the September meeting.

The RFP Selection Team presented its recommendations of successful bidders to the Program Planning & Development Committee and recommended taking it to the Board of Directors for approval.

Ms. Ann Marie Winter shared an update on the Annual Luncheon preparations. Ms. Winter thanked everyone for stepping up and participating in this year's Luncheon and mentioned that all other updates and business would be presented at the next Board of Directors meeting.

Agenda Item #15 – Committee Members' Comments
None.

Agenda Item #16 - Adjourn
There being no other items for discussion, Chair Lisa Shippy-Gonzalez made a Motion to adjourn the meeting. Mr. David Alvarez seconded. The meeting adjourned at 10:30 a.m.

Respectfully Submitted.

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Victoria Giambrone
Recording Secretary

Lisa Shippy-Gonzalez, Chair

Date:______________________