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BOARD OF HEALTH
FINANCE COMMITTEE
September 19, 2017 Meeting
MINUTES

A. CALL TO ORDER AND ATTENDANCE

Chairman Pat Checko called the meeting to order at 6:36 PM in the Mezzanine Conference Room of the Wethersfield Library in Wethersfield, CT.

Present: Charles Brown, Patricia Checko, Deborah Henault, and Judith Sartucci

Absent: Jerilyn Nagel

Quorum present.

Date meeting notice posted: September 17, 2017

Staff: none

B. PUBLIC FORUM – none

C. ADOPTION OF AGENDA

A MOTION was made by Sartucci, seconded by Henault to adopt the agenda as presented.
Motion carried unanimously.

D. APPROVAL OF RECORD OF MINUTES

A MOTION was made by Henault, seconded by Sartucci to approve the minutes of the August 22, 2017 Committee meeting. **Motion carried unanimously.**

E. UNFINISHED BUSINESS.

1. Review and discussion of document and recommendations provided by Agency CPA
 - Brown reported that the agency had begun investigation of acquiring a federal ID to facilitate grant applications. The committee suggested contacting LedgeLight HD to get information because they have gone through the process successfully.
 - Brown reported that he was going to contact colleagues who have gone through the process of leasing to determine if there are options or deductions that would be advantageous.
 - Sartucci suggested that the committee discuss the possibility of creating an Investment Committee. The committee agreed to table this item for discussion at the next meeting.

F. NEW BUSINESS

1. August 2017 Financial Statement Review

- Brown reviewed the monthly financial report for FY 2018 through August 31, 2017 and answered and clarified issues for the Committee about various line items.
- **A MOTION** was made by Sartucci, seconded by Henault to accept the financial statements through August 31, 2017. **Motion carried unanimously**

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G. NEXT MEETING

1. The Finance Committee will meet at 6:30 PM in the Wethersfield Town Library on Tuesday, October 17, 2017. Agenda: Investment Committee structure, Review of Draft Financial Audit, and fiscal impacts of centralization of offices.

H. ADJOURNMENT

A MOTION was made by Henault, seconded by Sartucci to adjourn. **Motion carried unanimously.** The meeting adjourned at 7:01 PM.

Respectfully submitted,

Charles K. Brown Jr.
Recorder pro tem

REVIEWED AND APPROVED BY COMMITTEE: _____