

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
FINANCE COMMITTEE MEETING MINUTES HELD VIA MICROSOFT TEAMS
June 6, 2024**

Committee Members Present

David Alvarez (Chair)
Chris Comstock
Judge George Jirotko

Committee Members Not Present

Lisa Shippy-Gonzalez

Others Present

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, VP of Finance, Area Agency on Aging of Pasco-Pinellas
Bill Barone, Controller, Area Agency on Aging of Pasco-Pinellas
David Hochsprung, Cavanaugh & Co., Certified Public Accountants
Nora Fitzpatrick, 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, June 6, 2024, via Microsoft Teams. Chair David Alvarez called the meeting to order at 9:35 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 David Alvarez presented the last meeting minutes of the April 2024 meeting, and asked if there were any questions or comments. There were none. Chris Comstock made a motion to approve the April 4, 2024 Finance Committee meeting minutes. Judge George Jirotko seconded. None opposed, motion carried.

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

None.

Agenda Item #6 – 2023 Draft Financial Statements and Compliance Audit Reports

Mr. David Hochsprung, of Cavanaugh & Co. LLP Certified Public Accountants presented the Draft Audit Report for 2023. Judge George Jirotko made the motion to approve the draft audit report with modifications. Mr. Chris Comstock seconded the motion. None opposed, motion carried.

Agenda Item #7 – AAAPP Unaudited Statement of Financial Position

Ms. Kristina Jalazo, Vice President of Finance, presented AAAPP's unaudited Statement of Financial Position through April 30, 2024 to the Finance Committee. Judge George Jirotko made the motion to recommend taking the statement to the Board of Directors for approval and Mr. Chris Comstock seconded. None opposed, motion carried.

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

Ms. Kristina Jalazo, Vice President of Finance, presented the Unaudited Statement of Revenue and Expense, year-to-date through April 30, 2024. Judge George Jirotko made the motion to recommend taking the statement to the Board of Directors and Mr. Chris Comstock seconded. None opposed, motion carried.

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

Ms. Kristina Jalazo, Vice President of Finance, presented the Unaudited Statement of Activities and Changes in Net Assets year-to-date through April 30, 2024. Mr. Chris Comstock made the motion to recommend taking the statement as revised to the Board of Directors and Judge George Jirotko seconded. None opposed, motion carried.

Agenda Item #10 - Surplus/(Deficit) Report

Ms. Ann Marie Winter presented the Surplus/Deficit Report year-to-date through April 30, 2024. Mr. Chris Comstock made the motion to recommend taking the report to the Board of Directors and Judge George Jirotko seconded. None opposed, motion carried.

Agenda Item #11 – 401K Trustee Report

Mr. Chris Comstock, AAAPP Board 401k Trustee, provided information related to his role as the agency's Board trustee to the 401k plan in preparation for the handover to David Alvarez who will serve in the agency's Board trustee as of August 2024.

Agenda Item #12 – Chairman’s Report

None

Agenda Item #13 – Executive Director’s Report

Ms. Ann Marie Winter, Executive Director, requested that departing Board members Mr. Chris Comstock and Judge George Jirotko be invited to the next Finance Committee meeting on August 8, 2024 for the investment advisors’ presentation. Ms. Winter also provided an update on the ongoing issues with CARES in Pasco County.

Committee Member’s Comments

None.

Agenda Item #14 - Adjourn

There being no other items for discussion, the meeting adjourned at 10:48 a.m.

Respectfully submitted,

Nora Fitzpatrick
Recording Secretary

David Alvarez, Chair

Date: _____