



Board of Directors
 Meeting Minutes
 June 11, 2020
 11:00 AM

Ann Abdella	P	Sylvia Getman	E	Michael Pease	P
Tess Barker	E	Richard Kazel	P	Mandy Qualls	P
Ann Battaglia	P	Jennifer Leszyk	P	Carrie Roseamelia	P
Barry Brogan	P	Nancy McGraw	E	Jack Salo	E
Alison Coates	P	Gertrude O'Sullivan	P	Mary Zelazny	P
Charlotte Crawford	P	Claire Parde	E	Karen Madden	E
Helen Evans	P	Paul Pettit	E		

Board Members: P= Present, E = Excused

Staff Present: Karin Blackburn, Katie Rafferty, Sara Wall Bollinger

Guests: Barbara Martin, CPA and John Tyson, MBA of Pinto Mucenski Hooper VanHouse & Co., CPAs, P.C.

1. Call to Order

- Quorum established.
- Helen welcomed everyone.
- Agenda Modifications: none
- Potential conflicts disclosed: none.

2. Approval of Minutes of May 18th

No changes. Approved [Mike/Gertrude]

3. 2019 Financials

- Katie presented the 2019 Financials which included the small adjustments recommended by the Auditors.
- NYSARH net for the year was \$26,943.
- Balance at 12/31/2019 = \$110,023.
- Carry-over funds from NRHA not used during 2019 are classified as 'donor restricted' and will be used during 2020.
- Budget vs. Actual was also presented.

Financials accepted [Ann B/Ali]

4. Audit Report

- Ms. Martin thanked NYSARH for the opportunity to perform the audit and thanked Katie and Karin for their cooperation during the process.
- First year Audit always involves extra work; it will be faster next year.
- Recommended adjustments (only four) did not impact the bottom line, which was already accurately presented.
- No opinion on internal controls but recognized that addition of Christa is an asset.
- Commented on change of presentation of \$11,667 administrative fee earned on the Legislative Appropriation to Accounts Receivable
- A portion of Membership revenue is deferred depending on the month a member joined
- Page 5; NYSARH paid two years of CPA fees in 2019
- NYSARH writes off \$3735 untraceable/unknown Accounts Receivable
- Noted pandemic risk in the Notes
- Cash position is strong
- Ms. Martin reviewed Required Communications
- This is NYSARH's first year completing a full IRS 990. Please note the compliance questions included.
- The Auditors issued an "Unqualified Opinion," or a clean audit opinion on the 2019 financials, and concluded that accurate financial record keeping is in accordance with GAAP (Generally Accepted Accounting Principles) in the U.S., and financial practices conducted by administrative team align with the approved NYSARH Financial Policies and Procedures.
- NYSARH will require a 'yellow book' audit next year
- Ms. Martin will send the Representations for NYSARH signatures
- Ann A. noted that a change is needed in Schedule O of the IRS 990.

Motion [Charlotte/Ann A] to accept the Audit and the IRS990/CHAR500 was approved.

5. 2020 Financials

Katie gave an overview

- Some changes in grouping and presentation compared to 2019
- Net \$75,451 as of 3/31/2020
- Memberships are now accrued monthly
- Donor restricted funds are released from restriction and used to support board member attendance at the Policy Institute
- New report of checks signed over \$10,000
- Missing claims from five rural access hospitals and one rural health network; should have these soon

Motion (Barry/Mandy) to accept the 2020 Financials approved.

6. Helen reminded members to complete the Contract Assessment if they have not.

The Board thanked Barbara and John as well as Katie and Karin for their work.

The meeting adjourned [Ann A/Charlotte] at 11:48.

Next Meeting: July 27, 2020 at 2PM