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| **Time:** 1:00 | **Date:** October 7, 2021 | **Location**: zoom | |
| **Board Members Present:** Ann Abdella, Mary Zelazny, Jack Salo, Mike Pease  **Excused:** Nancy McGraw, Helen Evans **Absent:**  **Staff Present:** Sara Wall Bollinger, Ella James, Patty Mills, Bea Haces **Guests:** | | | |
| Topic | Discussion | Action/Conclusions | |
| 1. **Call to Order** | | Quorum present |  |
| 1. **Approval of Minutes** | | Minutes of August 11th | Approved [Mike/Jack] |
| 1. **Bowers & Co.** | | Patty Mills and Beatriz Haces of Bowers & Co. introduced themselves and their services to the Committee. | NYSARH will pay a little extra for necessary transition-related work to get the books into shape |
| 1. **Financial Statements** | | Patty and Bea presented the August financial statements. The goal is to balance all grants $0. NYSARH uses accrual accounting. | Consensus that Committee members like the new format |
| 1. **2022 Budget** | | The Finance Committee needs to build the 2022 Budget. The Final Budget will be voted on by the full Board 11/29. | Committee Chairs are asked to send their 2022 Budget requests to Ann; Sara will provide a break-out of projected expenses by program class |
| 1. **Appropriation** | | John Nittinger, NYS DOH ORH has what he needs from NYSARH.  We do not yet know which legislator is behind the Appropriation.  NYSARH would like to contract with another entity to provide grant administrative services. Sara spoke with CCSI re: this. | The Committee would like this to be a competitive RFP. Sara will develop and disseminate an RFP to CCSI, MP Solutions, Bowers & Co and any other entities members may suggest. |
| 1. **Other Projects for 2022** | | NYSARH has a proposal for a collaborative Produce Prescription Advocacy project submitted to the NYS Health Foundation - $225,000 over three years | We have not heard back from the Foundation yet |
| 1. **Policies & Procedures** | | Finance P&P need to be revised to accommodate the Bowers & Co. procedures [Bill.com]. There may be other issues. | Liz Bush of Bowers & Co will review the current financial P&P |
| 1. **Adjourn** | | Next meeting Thursday November 4th at 1PM |  |