

Board Finance & Audit Committee

Meeting Minutes

April 25, 2024

5:00 pm – 6:30 pm

Regular Meeting

[Zoom Meeting Recording](#)

Committee Members Present: Claudio Gualtieri, Patrick Charmel. Absent: Stacia Grosso

Opening, Roll Call, Opening Statement:

Claudio Gualtieri called the meeting to order at 5:16 pm. Claudio Gualtieri welcomed guest Frank Miceli of Marcum LLP. Claudio Gualtieri indicated Gwen Reyes will be invited to join executive session. Claudio Gualtieri requested that Gwen Reyes call the roll; Gwen Reyes recognized quorum.

Meeting Agenda

Motion: Claudio Gualtieri asked for a motion that the committee accept the meeting agenda. Claudio Gualtieri created the motion. Patrick Charmel seconded. There was no further discussion. None opposed. **Motion carried.**

Meeting Minutes

Motion: Claudio Gualtieri asked for a motion that the committee accept the February meeting minutes. Claudio Gualtieri created the motion. Patrick Charmel seconded. There was no further discussion. None opposed. **Motion carried.**

Public Comments: None

FY24 Q1 Financials: Gwen Reyes provided an overview of the FY24 Q1 financials.

Insurance Update – Summary of Renewals: Michelle Puhlick provided a summary of the 2024 renewals.

Executive Session: Claudio Gualtieri asked for a motion that the committee approve entering an executive session to discuss corporate strategy pertaining to trade secrets and personnel matters. Jenn Searls, Michelle Puhlick, Gwen Reyes, and Frank Miceli were invited to the executive session to participate in the discussion. Claudio Gualtieri created the motion. Patrick Charmel seconded. No further discussion. **Motion carried.**

FY23 Audit Report: Claudio Gualtieri created the motion to accept the independent audit report for the year ended September 30, 2023 as presented by Marcum LLP. Patrick Charmel seconded. No further discussion. **Motion carried.**

Line of Credit Application: Claudio Gualtieri created the motion to recommend to the Board to review and approve authorizing Connie's Executive Director, Jenn Searls, to apply for a line of credit up to \$1.5m. Patrick Charmel seconded. No further discussion.

Adjournment: The meeting adjourned.

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