



**Meeting of the PHPDA Finance & Audit Committee
Wednesday, October 6, 2021
9:00 a.m. – 10:30 a.m.**

Meeting: <https://zoom.us> | Meeting ID: 872 8962 4229
<https://us02web.zoom.us/j/87289624229?pwd=bTl5SzRzUTJRd2pJTVRDckxLZ2dJZz09>
Phone Option: +1 253 215 8782
Password: 300956

AGENDA

Time*	Topic	Who will lead the discussion	ATT	Action to be taken
9:00-9:02	Call to Order	Doris Koo		
	Public Comment September 1, 2021 Finance Committee Minutes	Doris Koo	Att A	Approve minutes
9:02-9:10	Update on Program Committee and Grantmaking	John Kim		Information
9:10-9:55	Real Estate			
<i>23 min</i>	Master Plan Update	John Kim, Gene Yoon and Katy Saunders	Email/ Screen Share	Discussion
<i>2 min</i>	North Lot Project Update	John Kim		Information
<i>5 min</i>	Update on Quarters Leasing (Resolution 10-2021)	Michael Finch and John Kim	Screen Share	Action
<i>15 min</i>	PacMed Clinic Lease Renewal (Resolution 08-2021)	Michael Finch and John Kim	Att B	Action
9:55-10:30	Financial Stewardship			
<i>2 min</i>	Investment Update	Christina Bernard	Screen Share	Information
<i>3 min</i>	August 2021 Financial Statements	Christina Bernard	Att C	Action
<i>5 min</i>	Update to Employee Handbook (Donation of PTO between employees)	Christina Bernard	Att D	Action
<i>25 min</i>	2022 Draft Budget and Reserve Plan	Christina Bernard	Att E	Discussion
10:30	Adjourn			

**Times are approximate*