



**Meeting of the PHPDA Finance & Audit Committee  
 Wednesday, November 2, 2022  
 9:00 a.m. – 10:30 a.m.**

**Physical Location:** Quarters 2 Building, Pacific Tower, 1200 12th Ave S., Seattle, WA 98144

**Virtual Location:** <https://zoom.us> | Meeting ID: 839 1550 5199  
<https://us02web.zoom.us/j/83915505199?pwd=K2dWSUdTQVNYY1FvOFpvMGt6Snp6UT09>

**Phone Option:** +1 253 215 8782

**Password:** RAINING (Numeric Password for Phone: 0564915)

**AGENDA**

<b>Time*</b>	<b>Topic</b>	<b>Discussion Lead</b>	<b>ATT</b>	<b>Action</b>
<b>9:00-9:02</b>	<b>Call to Order</b> Public Comment	Bob Cook		
<b>9:02-9:03</b>	October 5, 2022 Finance Committee Minutes	Bob Cook	Att. A	Approve
<b>9:03-9:10</b>	<b>Update on Program Committee and Grantmaking</b>	John Kim		Information
<b>9:10-9:45</b>	<b>Financial Stewardship</b>			
<i>2 min</i>	Investment Update	Christina Bernard	Screen Share	Information
<i>5 min</i>	September/Q3 2022 Financial Statements	Christina Bernard	Att. B	Action
<i>10 min</i>	Lease Accounting	Christina Bernard and Bob Cook	Att. C	Information/ Action
<i>18 min</i>	2023 Draft Budget & Reserve Plan	Christina Bernard	Att. D	Discussion
<b>9:45-9:50</b>	<b>Property Management</b>			
<i>5 min</i>	Q3 2022 Tower Operating Expenses	Christina Bernard	Att. E	Information
<b>9:50-9:55</b>	<b>Professional Services</b>			
<i>5 min</i>	Professional Services Relationship with Tan Mats (Res.14-2022)	Christina Bernard	Att. F	Action
<b>9:55-10:15</b>	<b>Personnel</b>			
<i>10 min</i>	Executive Director Salary Review	Christina Bernard and Bob Cook	Att. G	Action
<i>10 min</i>	Employment Screening Operating Policy	Christina Bernard	Att. H	Discussion
<b>10:15-10:30</b>	<b>Real Estate</b>			
<i>5 min</i>	North Lot Update	John Kim		Information
<i>10 min</i>	Update on Quarters Buildings	Michael Finch and John Kim		Information
<b>10:30</b>	<b>Adjourn</b>	Bob Cook		

*\*Times are approximate*