



**Meeting of the PHPDA Finance & Audit Committee
 Wednesday, December 7, 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: 876 1839 3299
<https://us02web.zoom.us/j/87618393299?pwd=YzI0ZkFUeigxTkx5QnVkc1YzUmdBUT09>

Phone Option: +1 253 215 8782

Password: HOLIDAYS (Numeric Password for Phone: 47896198)

AGENDA

Time*	Topic	Discussion Lead	ATT	Action
9:00-9:02	Call to Order Public Comment	Bob Cook		
9:02-9:03	November 2, 2022 Finance Committee Minutes	Bob Cook	Att. A	Approve
9:03-9:10	Update on Program Committee and Grantmaking	John Kim		Information
9:10-9:30	Financial Stewardship			
<i>2 min</i>	Investment Update	Christina Bernard	Screen Share	Information
<i>5 min</i>	October 2022 Financial Statements	Christina Bernard	Att. B	Action
<i>3 min</i>	2023 Pacific Tower Operating Budget	Christina Bernard	Att. C	Action
<i>4 min</i>	2023 PHPDA Operating Budget (Res. 17-2022)	Christina Bernard	Att. D	Action
<i>3 min</i>	2023 Reserve Fund & Savings Goal	Christina Bernard	Att. E	Action
<i>3 min</i>	Charitable Trust & Solicitations Renewal	Christina Bernard	Att. F	Information
9:30-9:35	Grant Management			
<i>5 min</i>	Grantee Audits	Christina Bernard		Information
9:35-10:05	PHPDA Operating Policies	Christina Bernard	Att. G & Dropbox	Discussion/Action
10:05-10:15	Committee Governance			
<i>10 min</i>	Review of 2022 Finance Committee Workplan	Christina Bernard	Att. H	Discussion
10:15-10:30	Real Estate			
<i>15 min</i>	Update on Quarters Buildings	Michael Finch & John Kim		Information
10:30	Adjourn	Bob Cook		

**Times are approximate*