



**Meeting of the PHPDA Finance & Audit Committee  
 Wednesday, December 6, 2023  
 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: 885 1206 9597  
<https://us02web.zoom.us/j/88512069597?pwd=WXYyZDNubHNyS1ZCUE1oWUhhRR3NRZz09>

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

**Password:** HOLIDAY (Numeric Password for Phone: 4152667)

**AGENDA**

<u>Time*</u>	<u>Topic</u>	<u>Discussion Lead</u>	<u>Attachment</u>	<u>Action</u>
<b>9:00-9:02</b>	<b>Call to Order</b> Public Comment	Bob Cook		
<b>9:02-9:03</b>	November 1, 2023 Finance Committee Minutes	Bob Cook	Att. A	Action
<b>9:03-9:10</b>	<b>Update on Program Committee &amp; Grantmaking</b>	Virgil Wade		Information
<b>9:10-9:15</b>	<b>Operating Policies</b>			
2 min	Annual Review of Investment-Related RCWs	Christina Bernard	Att. B	Information
3 min	Review Salary-Related Operating Policies 01-2011 & 01-2014	Virgil Wade & Christina Bernard	Att. C	Action
<b>9:15-9:40</b>	<b>Financial Stewardship</b>			
5 min	October 2023 Financial Statements	Christina Bernard	Att. D	Action
5 min	2024 Pacific Tower Operating Budget	Christina Bernard	Att. E	Action
10 min	2024 PHPDA Operating Budget (Res. 08-2023)	Christina Bernard	Att. F	Action
5 min	2024 Reserve Fund & Savings Goal	Christina Bernard	Att. G	Action
<b>9:40-9:43</b>	<b>Professional Services</b>			
3 min	Professional Services Relationship with Soaring Bird Solutions (HR Consultant) (Res. 09-2023)	Virgil Wade	Att. H	Action
<b>9:43-10:15</b>	<b>Real Estate</b>			
5 min	Beacon Pacific Village Update	Gene Yoon		Information
27 min	Update on Quarters Buildings	Virgil Wade		Information
<b>10:15-10:30</b>	<b>Committee Governance</b>			
15 min	Discuss Finance Committee Meeting Schedule	Bob Cook		Discussion
<b>10:30</b>	<b>Adjourn</b>	Bob Cook		

\*Times are approximate