

CHPA Special Board Meeting Minutes - AUDIT
Wednesday, November 1, 2023 – 12:00 PM
Remote via MS Teams and Live Streamed

Present: Angela Giron, Nick Angiocchi, Joseph Garcia, Steven Trujillo

Absent: Charity Maes, Matt Garcia

Others Present: Mr. De La Oliva, President/CEO; Lorrie J. Marquez, Executive Assistant; Amber Day, Interim Fiscal Service Manager; Loretta Cruz, IT Director

Guest: John Cuttler, Cutler and Associates, LLC

Meeting Date: Wednesday, November 1, 2023

Recorded by: Lorrie Marquez

AN=Action Needed; AT=Action Taken; D=Discussion; I=Information Only; CR=Committee Referral

1. This special CHPA Board of Directors' meeting was called to order at 12:34p.m. in the Community Meeting Room by Board President, Angela Giron.
2. Roll Call of CHPA Board Members constituted a quorum.
3. **Modifications/Approval of Agenda**
 - I Connectivity issues causing a delay in starting the meeting. Due to board member schedules and to provide time for the audit presentation the approval of the agenda was not addressed.
4. **2022-2023 Audit Presentation – John Cutler, John Cutler & Associates, LLC**
 - I Mr. Cutler shared that preparing the audit was better this year, CHPA was given an unmodified audit report. He suggested more focus on the CCA Building Corporation accounts, some banks account for the corporation were written off. Mr. De La Oliva shared that the audit will be forwarded to D60 upon approval by the CHPA Board or Directors. Mr. Cutler shared that the draft audit was sent to D60 the prior week. The finance team is working with D60 to address any questions and make any cosmetic changes which will not change the audit findings. Mr. Cutler suggested the Board accept the audit with contingencies for any changes.
5. **Acceptance of the 2022-2023 Audit**
 - AT Steven Trujillo motioned to accept the draft audit as presented today pending follow up from the internal staff and district, seconded by Nick Angiocchi with no discussion. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. Motion carried 4 – 0.
6. **Adjournment 12:51p.m.** AT Steven Trujillo motioned to adjourn, seconded by Nick Angiocchi with a unanimous vote and no discussion. Motion carried.

Prepared by: 
Lorrie J. Marquez, Executive Assistant

Date: 11/14/23

Verified by: 
Charity Maes, CHPA Board Secretary

Date: 11/14/2023