

**Wilson County Memorial Hospital dba
Connally Memorial Medical Center
Finance Committee Meeting Minutes
September 19, 2019, 5:00pm**

Present: Marcelo Laijas, Finance Chairman
Tom Miller, Board President
Allison Lamberth
Larry Richardson
Jeff Jordan

Also Present: Bob Gillespie
Kyle Klein
Karl Hittle
Curtis Rojas
Barbara Meza
Kim Jones
Loretta Morgan

Call Meeting to Order

Marcelo Laijas, Finance Chairman, opened the Finance Committee Meeting at 5:00pm.

Roll Call of Finance Committee Members

Mr. Laijas called the roll of the Committee.

Approval of the August 15, 2019 Finance Committee Meeting Minutes

Mr. Laijas presented the August 15, 2019 Finance Committee Meeting Minutes for approval.

Action Taken

Motion made by Larry Richardson and seconded by Allison Lamberth to approve the August 15, 2019 Finance meeting minutes. Motion Carried.

Review, Consider and Take Action Regarding Any of the Following Issues:

August Summary and Financial Analysis

Mr. Kyle Klein, CFO, presented the financial information for the month of August. The Committee held discussion and questions regarding the information provided in the Summary and Financial Analysis. Finance Committee discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to recommend to the Board approval of the August Summary and Financial Analysis as discussed. Motion Carried.

Financial Investment Review

Mr. Klein provided an update on the investment accounts, reviewing the various CD maturities and returns. Committee discussion ensued.

Fiscal Year 2019 Auditor

Mr. Klein gave his recommendation for fiscal year 2019's auditor of Durbin and Company. His familiarity of the team, their principles, and the projects they have assisted were all favorable. In addition, their cost was slightly less than their competitor.

Action Taken

Motion made by Larry Richardson and seconded by Allison Lamberth to recommend to the Board approval of the Auditor of Durbin and Company for the Fiscal Year 2019. Motion Carried.

Fiscal Year 2020 Operations Budgets

Mr. Klein presented the Operation Budgets for 2020 to the Finance Committee. Discussed the following assumptions: volumes; reimbursements; expenses; gross revenue; property taxes; salary and wages, etc. The budget workshop and both budget hearings were held prior to the recommendation for tonight. Committee discussion ensued.

Action Taken

Motion made by Tom Miller and seconded by Larry Richardson to recommend to the Board approval of the Fiscal Year 2020 Operations Budgets as presented. Motion Carried.

Three Fiscal Year Capital Budget for FY 2020 thru FY 2022

Mr. Klein commented that the requirement is to present to the Committee the capital budgets for the next 3 years. Presented the recommendations for fiscal years 2020-2022. Finance Committee discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Allison Lamberth to recommend to the Board approval of the Three Fiscal Year Capital Budget for FY 2020 thru 2022 as presented. Motion Carried.

Fiscal Year 2020 Tax Rate

Mr. Klein commented that the Tax Rate will remain the same at .1166 for the 2020 fiscal year, the same tax rate as FY 2019. It will generate more tax revenue for the district. Two Public Hearings were conducted and no representation from the community were present.

Action Taken

Motion made by Tom Miller and seconded by Larry Richardson to recommend to the Board approval for the adoption of the property tax rate of .1166 for fiscal year 2020 as presented. Motion Carried.

**Capital Expenditure /Service Agreement /Lease Agreement
Payroll Systems – PAYCOM**

Mr. Klein commented to the Committee that a payroll system change from ADP to PAYCOM was warranted. Stated Human Resources vetted several payroll companies and concluded that PAYCOM demonstrated needed improvements to reports, payroll simplicity and system capabilities. The annual cost is \$104,000, less than ADP costs. Committee discussion ensued.

Action Taken

A motion made by Larry Richardson and seconded by Tom Miller to recommend to the Board approval of the new payroll system of PAYCOM as presented. Motion Carried.

Meeting Adjourned

Marcelo Laijas, Chair Finance Committee

