



**Meeting of the PHPDA Finance & Audit Committee  
Wednesday, November 4, 2020  
9:00 a.m. – 10:30 a.m.**

**Meeting:** <https://zoom.us> | Meeting ID: 886 1470 4419  
<https://us02web.zoom.us/j/88614704419?pwd=RmpDNE11N1BtNGxHSHV6RXNBcm1pdz09>  
**Phone Option:** +1 253 215 8782  
**Password:** TALLIED (Numeric Password for Phone: 9049670)

**AGENDA**

<b>Time*</b>	<b>Topic</b>	<b>Who will lead the discussion</b>	<b>ATT</b>	<b>Action to be taken</b>
<b>9:00-9:02</b>	<b>Call to Order</b>			
	Public Comment			
	October 7, 2020 Finance Committee Minutes	Doris Koo	Att A	Approve minutes
<b>9:02-9:10</b>	<b>Update on Program Committee and Grantmaking</b>	John Kim		Information
<b>9:10-9:35</b>	<b>Financial Stewardship</b>			
<i>5 min</i>	Investment Update	Christina Bernard	Screen Share	Information
<i>5 min</i>	September/Q3 2020 Financial Statements	Christina Bernard	Att B	Action
<i>15 min</i>	Draft 2021 Budget	Christina Bernard	Att C	Discussion
<b>9:35-9:45</b>	<b>Personnel</b>			
<i>10 min</i>	403b Retirement Benefits	Christina Bernard		Discussion/ Action
<b>9:45-9:50</b>	<b>Property Management</b>			
<i>5 min</i>	Q3 2020 Tower Operating Expenses	Christina Bernard	Att D	Information
<b>9:50-10:00</b>	<b>Operating Policies</b>			
<i>10 min</i>	Policy 01-2020 Reserve Funds	Christina Bernard	Att E	Discussion/ Action
<i>10 min</i>	Review of Policy 04-2006 Investments	Christina Bernard	Att F	Discussion/ Action
<b>10:10-10:15</b>	<b>Grant Management</b>			
<i>5 min</i>	Update on Grantee Audits	Christina Bernard		Information
<b>10:15-10:30</b>	<b>Real Estate</b>			
<i>10 min</i>	Update on North Lot Project and PacMed Lease renewal	John Kim and Michael Finch		Information
<i>5 min</i>	Master Plan Update	John Kim		Information
<b>10:30</b>	<b>Adjourn</b>			

*\*Times are approximate*