



PUBLIC MEETING NOTICE

The Finance Committee of The Bridge Center for Hope will hold a Finance Committee meeting as shown below:

Date: Thursday, May 14, 2020
Time: 2:00 PM – 3:00 PM
Location: Zoom Meeting

<https://us02web.zoom.us/j/83677594338?pwd=Mkt6RjZHVkJmcjJNVVpPZ040dzNNUT09>

Meeting ID: 836 7759 4338

Password: 041378

AGENDA: Attached

The public is invited to attend.

Notice has been made of this meeting, through publication and via internet, to comply with the “Louisiana Open Meetings Law”.

Charlotte Claiborne, Bridge Center for Hope
Executive Director



FINANCE COMMITTEE MEETING

May 14, 2020
2:00 PM – 3:00 PM
Zoom Meeting

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AGENDA

I.	CALL MEETING TO ORDER	Charles Abboud
II.	PUBLIC COMMENT ON AGENDA ITEMS	Charles Abboud
III.	FINANCE COMMITTEE	Charles Abboud
	A. For Approval: Finance Committee Minutes meeting held March 10, 2020	
IV.	INSURANCE POLICIES	Barry Blumberg
V.	CITY-PARISH AUDIT UPDATE	Jim Fairchild
VI.	ACCOUNTING POLICIES	Charlotte Claiborne
	A. For Approval: Drafted Accounting Policies	
VII.	FINANCIALS	Mike Singletary
	A. For Information: Q1 Financial Statement	
VIII.	INVESTMENT	Charles Abboud
	A. For Information: Chase Bank	
IX.	UNFINISHED BUSINESS AND GENERAL ORDERS	Charles Abboud
	A. For Information: Resolve Unfinished Business	
X.	NEW BUSINESS	Charles Abboud
	A. For Information: Discuss New Business	
XI.	ADJOURN	Charles Abboud

THE BRIDGE CENTER FOR HOPE, INC'S CERTIFICATION PURSUANT TO GUBERNATORIAL PROCLAMATION JBE 2020-30

WHEREAS, on March 11, 2020, the Governor of the State of Louisiana declared a Public Health Emergency due to the threat posed to public safety by the COVID-19 outbreak;

WHEREAS, on March 16, 2020, the Governor issued Proclamation JBE 2020-30, entitled Additional Measures for COVID-19 Public Health Emergency;

WHEREAS, the purpose of Proclamation JBE 2020-30 was to provide, in part, for additional measures to help combat the spread of COVID-19;

WHEREAS, Section Four of Proclamation JBE 2020-30 authorized attendance at public meetings via teleconference or video conference during the pendency of the emergency;

WHEREAS, Section Four of Proclamation JBE 2020-30 further mandated that, before invoking the authority of Section Four, a public entity is required to certify that it would be unable to operate due to quorum requirements;

WHEREAS, The Bridge Center for Hope, Inc. needs to conduct essential business;

WHEREAS, due to health and safety concerns and in order to comply with COVID-19 restrictions, The Bridge Center for Hope, Inc. is unable to obtain a quorum of the members to attend an in-person meeting; and

WHEREAS, The Bridge Center for Hope, Inc., therefore, needs to implement the authorization in Section Four of Proclamation JBE 2020-30;

NOW THEREFORE, pursuant to the authority contained in Proclamation JBE 2020-30, the Finance Committee of the Bridge Center for Hope, Inc. hereby certifies on this 14th day of May 2020, that it is unable to obtain an in-person quorum for its meeting scheduled for May 14, due to the threat of COVID-19, and that, therefore, one or more of its members may participate in such meeting via teleconference or video conference. Additionally, all efforts will be made to provide for observation and input by members of the public. The meeting may be accessed at <https://us02web.zoom.us/j/83677594338?pwd=Mkt6RjZHVkJmcjJNVVpPZ040dzNNUT09> Meeting ID: 836 7759 4338; Password: 041378



Kathy Kliebert, Board Chair



FINANCE COMMITTEE MEETING

March 10, 2020
1:00 PM – 2:00 PM

Breazeale, Sachse & Wilson, L.L.P.
One American Place, 23rd Floor
301 Main Street
Baton Rouge, LA 70801

MINUTES

I. CALL MEETING TO ORDER

Chair Charles Abboud called the meeting to order at 1:24 PM. Finance Committee member in attendance were Chair Charles Abboud and Patrick Seiter. Sharon Robinson joined by phone. A quorum was determined.

Charlotte Claiborne attended from the Bridge Center for Hope.

II. PUBLIC COMMENT ON AGENDA ITEMS

Mr. Abboud asked if any member of the public would like to comment on the agenda. After hearing no comment, Mr. Abboud proceeded to the agenda as written.

III. FINANCE COMMITTEE

A. For Action: Approval of Minutes of the Finance Committee meeting held October 23, 2019

Mr. Abboud reviewed the minutes of the Finance Committee meeting held on October 23, 2019. Ms. Robinson noticed that information regarding a potential payment plan with Breazeale, Sachse & Wilson, LLP. (BSW) was omitted and requested to have it added. **On a motion by Patrick Seiter and a second by Sharon Robinson, the Finance Committee unanimously approved to amend the minutes of the Finance Committee meeting held on October 23, 2019, to add the payment plan inquiry of BSW.**

IV. INSURANCE

A. For Information: discussion on current policy coverages

Mr. Abboud reported that all of the insurance policies for the Bridge Center were in line with cost expectations, and were due for renewal. Mr. Abboud also reported that all polices had been transitioned from BSX to Blumberg Associates.

V. AUDIT

A. For Information: Discussion on upcoming City-Parish Audit

Ms. Claiborne reported that Postlewaite & Netterville and Daigrepont & Brian are coordinating on and preparing materials for the Bridge Center's 2019 City-Parish audit submission.

VI. ACCOUNTING

A. For Information: Discussion on newly formed accounting policies

Ms. Claiborne reported that with assistance from Postlewaite and Netterville, accounting policies were being drafted. A review of the account polices will be issued to the Finance Committee for final at the next Finance Committee meeting.

VII. INVESTMENT

A. For Information: Discussion of potential investment of public funds

Mr. Abboud reported that the Finance Committee requested product proposals from Chase Bank, Gulf Coast Bank, and Regions Bank to compare account services and interest rates. The finance committee is in the process of reviewing each proposal submitted.

VIII. UNFINISHED BUSINESS

A. For information: Resolve Unfinished Business

None reported.

IX. NEW BUSINESS

A. For Information: Discuss New Business

None reported.

X. ADJOURN

With no further business to conduct, and **on a motion by Pat Seiter and a second by Sharon Robinson, the meeting was adjourned at 1:52 PM.**