**MINUTES**

**LOWER FLORIDA KEYS HOSPITAL DISTRICT**

**FINANCE COMMITTEE MEETING**

 **March 27, 2017**

**PRESENT:** Mrs. Ovide, Mr. Levin, Mrs. Higgins

**ABSENT:**  None

**ALSO PRESENT:** Dr. Chambers**,** Mr. Padget, Mr. Hill, Mr. Clay, Mr. Emery, Mrs. Winn, Mrs. Vaughn, Mrs. Rosado, Mr. Green,

**CALL TO ORDER:**

Mr. Levin called the meeting to order at 2:00p.m.

**MINUTES:**

The minutes of the finance committee meeting held on December 12, 2016 were reviewed as presented as there was no finance meeting at our January 30th board meeting to approve them:

**Mrs. Ovide motioned to approve the minutes as presented, Mrs. Higgins seconded. The motion carried unanimously.**

**QUARTERLY FINANCIAL REPORT:**

Mrs. Narkiewicz presented the quarterly financial report for the period ending December 31, 2016.

She advised the board that the report is still in the same format as Mrs. Shelby used to present to the boar and if there were any questions she would be happy to answer them.

Mr. Levin stated that the only significant increase was attributed to legal fees in the amount of $25,000 we paid to Holland & Knight for a second legal opinion on lease matters with the hospital.

Key West Health & Rehabilitations continues to make their rent payments late. They are currently one month behind on rent.

Mrs. Narkiewicz’s financial statements are attached to the official minutes.

**AUDITOR’S REPORT:**

Jim Hill from Orpeza & Parks, presented the draft audit report to the board. The district received a clean opinion. There was one note listed in the statements in regards to bank reconciliations not being prepared in a timely manner. The new bookkeeper has advised the board they will be completed by the 10th of every following month.

There will be a two week comment period open for members of the board to review the draft audit before it becomes final. A copy of the financial statements and a response to the note comment will be submitted to the state.

A copy of the draft audit report is attached to the official minutes.

**ADJOURNMENT:**

There was no further business to come before the Finance Committee,

**Mr. Levin moved to adjourn the meeting, all committee members agreed unanimously and the meeting was adjourned at 2:25 p.m.**

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**Approved, Treasurer Date**