

**A MEETING OF THE EXECUTIVE COMMITTEE
OF THE LIVING WELL FOUNDATION
ON THURSDAY, JUNE 8, 2023, AT 8:00 A.M.
AT WMWO CHAMBER OF COMMERCE
112 PROFESSIONAL DRIVE
WEST MONROE, LOUISIANA 71291**

MINUTES

Members Present:

Jim Allbritton, Board Chair
Todd Burgess
Albert Green
Dr. Bob Huffstutter
Ken Phillips

Staff Present:

Alice M. Prophit, President/CEO
Monica Turner, Executive Assistant,
Secretary/Treasurer

Members Absent:

None

Others Present:

Doug Caldwell, Foundation Attorney

Mr. Allbritton called the meeting to order, and the presence of a quorum was verified.

Minutes – The minutes from the March 9, 2023, meeting were reviewed. There being no changes, upon motion by Mr. Burgess, seconded by Dr. Huffstutter, the minutes were unanimously approved (5-0).

April 2023 Financial Statements – The April 2023 financial statements with other supporting worksheets were presented. It was noted that all self-directed CDs had now been transferred upon maturity to the portfolio investment manager for reinvestment in the market at higher interest rates, and it was further noted that the money market account with the manager was earning 4.42% with no management fee on that account. Further discussion was held regarding the maturities of notes and reinvestment rates within the portfolio. A detailed review of the profit and loss statement was held, and it was noted that revenues are higher based upon reinvestments, and all expenses are within budget, indicating positive trends. No deficit was noted. After review, upon motion by Mr. Phillips, seconded by Mrs. Green, the financial statements were unanimously approved (5-0).

2022 Annual Report – A draft of the Annual Report for 2022 was presented. The report will be available on the Foundation’s website once finalized. Discussion was held on printing and dissemination of the report, and it was agreed that e-report format would be more appropriate this year, with a few commercially printed copies for promotional use. Recommendation was made to accept the report contingent upon final review. Upon motion by Mrs. Green, seconded by Mr. Phillips, the recommendation was unanimously approved (5-0). This item will be presented to HSD #1 Board of Commissioners.

2022 Audit Report – Discussion was held on the 2022 audit report, as previously reviewed and accepted by the Audit Committee. It was noted that there was an unmodified opinion, with no exceptions or findings, and the auditor praised the Foundation for the structures in place. The Foundation staff was recognized for their hard work in completion of a successful audit. After discussion, upon motion by Mr. Burgess, seconded by Dr. Huffstutter, the 2022 Audit Report was unanimously accepted as presented (5-0). This item will be presented to HSD #1 Board of Commissioners.

2022 Form 990 Tax Return – The tax return for 2022 was then presented. It was noted that the Audit Committee had previously reviewed and approved the return prior to filing on May 15, 2023, but that some information and clarification related to the completion of the audit report and building lease calculations warranted a refiling of the return. After discussion of certain affected items, recommendation was made to accept the revised 2022 Form 990 Tax Return as now presented and refile the return. Upon motion by Mr. Phillips, seconded by Mrs. Green, the recommendation was unanimously approved (5-0). This item will be presented to HSD #1 Board of Commissioners.

2022 Compliance Certificate – The 2022 compliance certificate was presented, and a discussion of governance was held for the review of the information included. Upon motion by Mrs. Green, seconded by Dr. Huffstutter, the 2022 compliance certificate was unanimously approved (5-0). This item will be presented to HSD #1 Board of Commissioners.

Future SBHC's and Dental Hygiene Clinics – Discussion was held on the OPHS school-based health center (SBHC), scheduled to open in spring 2024 by CommuniHealth Services (CHS). It was reported that timing of a permanent inhouse dental hygiene clinic would likely be delayed by CHS until further funding from Federal sources was secured, but that the ULM mobile dental hygiene unit (MDHU) would be onsite fall 2023 and spring 2024 in preparation for that permanent clinic, likely fall 2024. Discussion was held on future locations for SBHCs and upcoming meetings to discuss those opportunities, and it was agreed that these discussions should continue throughout the region and with potential partners for funding. No further action was necessary on this item at this time.

Update on Grant Cycle 2023 – An update was given on the status of the Grant Cycle 2023, indicating that it was now time to consider potential conflicts of interest from Board directors. It was noted that all applications were being reviewed by the external evaluator and that the Programs/Grant Review Committee would meet on July 27, 2023. No further action was necessary on this item at this time.

Update on LA funder activities – An update was given on the current environment affecting funders considerations and grantmaking, including details on disparities affecting populations post-pandemic and ongoing recovery. It was noted that the President/CEO participates in meetings and presentations with state funders, public health panels, and other area agencies, and that the Foundation continues to be sought out as a resource and participant in discussions on these topics. It was agreed that these activities are helpful in understanding issues related to funding opportunities and future approaches for the Foundation. No further action was necessary on this item at this time.

President/CEO Report – No further report at this time.

Board Chair Report – No further report at this time.

There being no other activities, and no Committee members or members of the public wished to make any further comments, upon motion duly made and seconded, the meeting was adjourned.

Chair

Secretary