



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING MINUTES

Wednesday, November 1, 2017 at 6:00 p.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members
Meeting was called to order at 6:08 p.m.

Director Elizabeth Canchola	Present
Director Fernando Horruitiner	Present
Director Edgar Martinez	Absent
Director Alberto Ruiz	Present
Director Jodi Steinbauer	Present

Also present were:

Haydee Sera, City Attorney's Office
Erin Weislow, Parks & Recreation Assistant Director
Matilde Menendez, Finance Department Director
Noel Feliciano, Police Department
Karina La Rosa, Office of the City Clerk

2. Pledge of Allegiance

3. Approval of Minutes

A. October 4, 2017 Meeting Minutes

Motion to approve the October 4, 2017 meeting minutes made by Director Canchola and seconded by Director Steinbauer. By consensus, motion passes.

4. Public Comments

There were no comments during public comments.

5. Financial Items:

A. Bank Reconciliation for September 2017 (Exhibit A)

Matilde Menendez, Finance Department Director, presented the Board Directors with the Bank Reconciliation for the month of September 2017.

B. Retroactive approval of the insurance policy for the FY 2017-2018 after school program (Exhibit B)

Motion to approve retroactively the insurance policy as presented made by Director Canchola and seconded by Director Ruiz. By consensus, motion passes.

C. Approval of Accounting Services (Exhibit C)

Matilde Menendez, Finance Department Director, proceeded to explain that the preparation of the filing of finance for Fiscal Year 2016-2017 needs to commence as it has ended on September 30, 2017.

D. Approval of Auditing Services (Exhibit D)

Matilde Menendez, Finance Department Director, proceeded to explain that the Grant that was awarded to the PP4K Foundation from the Miami Foundation requires auditing reports to be completed by the end of Fiscal Year 2018-2019.

E. Lay Down Item : Renewal of the Financial Reporting System

By consensus, Items C, D, and, E were deferred to the December 6, 2017 awaiting accounting and auditing services quotes and response from the Miami Foundation regarding the waiving of the auditing requirement from the grant awarded.

By consensus, the Board Directors directed Director Ruiz to obtain quotes for accounting and auditing services.

6. Discussion Items:

A. Discussion: Processing Fees for the John I. Smith After School Program (Director Canchola)

Motion to approve the cutting of a check in the amount of \$25.00 to be allocated towards the application processing fee for the John I. Smith After School Program made by Director Ruiz and seconded by Director Steinbauer. By consensus, motion passes.

By consensus, the Board Directors requested that Mr. Noel Feliciano, Doral Police Department, inquire from the School Board if the processing fees may be waived for the PP4K Foundation if so, the check is to be voided.

B. Open Discussion

Mr. Noel Feliciano, Doral Police Department, stated that once the program commences he will inform the Board Directors so they may visit the school.

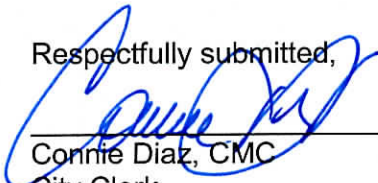
7. New Business

There was no new business.

8. **Next Meeting Date** Wednesday, December 6, 2017 at 6:00pm

9. **Adjournment** Meeting adjourns at 6:41pm.

Respectfully submitted,

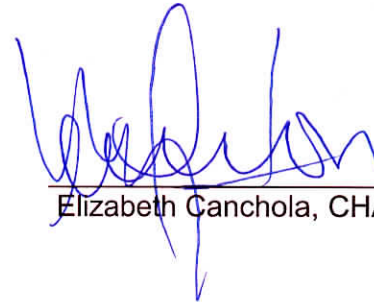


Connie Diaz, CMC
City Clerk

Motion to approve the minutes of the November 1, 2017 Parks and Police 4 Kids Meeting made by Director Canchola and seconded by Director Ruiz.

Director Elizabeth Canchola	Yes
Director Fernando Horruitiner	Yes
Director Jodi Steinbauer	Yes
Director Edgar Martinez	Yes
Director Alberto Ruiz	Yes

APPROVED and ADOPTED this 6 day of December 2017.



Elizabeth Canchola, CHAIR