

**MINUTES OF JULY 1, 2024, *IMPROMPTU* MEETING  
BOARD OF TRUSTEES  
ANN KLEIN FORENSIC CENTER**

The regularly scheduled meeting of the Board of Trustees of the Ann Klein Forensic Center was scheduled for Monday, June 17, 2024; pursuant to notice duly given; however, there was no quorum, so a brief July 1<sup>st</sup> meeting was held. Notice of the Board Meeting is sent to the Department of Health's Division of Behavioral Health Services Commissioner's office.

The following members were present:

<b>Present:</b>	Richard Higgins	Chairperson
	Rafael Aviles	Board Member
	Linda Elias	Board Member
	Steve Vardakis	Board Member
	Sajitha Sutton	AKFC CEO
	Kesha Parkes-Williams	Deputy CEO, Clinical
	Eileen Lonergan	Business Manager
	Carlos Torruellas	Accountant 3
	Cheryl Thompson	Secretarial Assistant 3

<b>Absent:</b>	Robyn Barkow	Executive Assistant 3
	Rafael Aviles	Board Member

Mr. Higgins called the Board meeting to order at 10:34 a.m. Minutes from the May 20, 2024 meeting were approved.

**OLD BUSINESS**

- Carlos Torruellas presented the Welfare and Our Store reports: **FY 2024 - Welfare** - Month of **April** w/ Year to Date and **FY 2024 - Our Store** - Month of **April** w/ Year to Date, as well as the below financial reports.
- **FY 2023 - Welfare** - Close Out & Certification
- **FY 2025 - Welfare Budget - for board approval**

**Welfare**

Beginning balance as of April 1, total Assets for the Welfare Fund = **\$45, 282.44.**

Total additions to the fund for the month of April was **\$91.69;**

less expenses and adjustments of **\$0, leaving** a net increase to the fund of **\$91.69**

Ending Welfare balance as of April 30, 2024, totaled **\$45,374.13.**

**Our Store**

Beginning balance as of April 1, 2024, for the “**Our Store**” fund = **\$59,303.03**

Total additions to the fund for the month of April was = **\$10,067.81**

with less expenses and adjustments of **\$11,307.80**, leaving a net decrease to the fund of **\$(1,239.99)**.

Ending balance as April 30, 2024, = **\$58,063.04**

**FY 2023 - Welfare - Close Out & Certification**

Beginning Welfare balance as of July 1, 2022, = **\$37,053.35**

**Annual Account Revenue Received** of \$1,035.89, with additions of 12,000.00, totaling \$13,035.89. Less operating expenses of \$15,570.17 leaving a net decrease for the year of (\$2,534.28), for a final account balance as of June 30, 2023, of **34,519.08**.

**FY 2025 - Welfare Budget projection**

Anticipated beginning balance as of July 1, 2024, totaled = 42,682.44

Additions from Our Store of 15,000.00 and interest of 1,161.60 = 16,161.60.

Less expenses of 25,530.00, leaving a projected ending fiscal year balance on June 20, 2025, of **33,314.04**.

**FY 2023 - Welfare - Close Out & Certification** as well as **FY 2025 - Welfare Budget** was signed and approved by the Board.

Meeting adjourned at 11:00am.

Enjoy your Summer!

Attest: On file:

Mr. Richard Higgins, Chairperson  
Ann Klein Forensic Center  
Board of Trustees

*The next board meeting is scheduled for September 16, 2024*