

APPROVED



Athlos Jefferson Parish

Minutes

Finance Committee Meeting

Date and Time

Monday November 24, 2025 at 4:00 PM

Location

Virtual

Committee Members Present

J. Holmes (remote), M. Caparotta (remote), N. Anthony (remote)

Committee Members Absent

T. Harrison

Guests Present

B. Bressler (remote), C. Brooks (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Caparotta called a meeting of the Finance Committee Committee of Athlos Jefferson Parish to order on Monday Nov 24, 2025 at 4:02 PM.

C. Approve Meeting Minutes

J. Holmes made a motion to approve the minutes from Finance Committee Meeting on 10-27-25.

M. Caparotta seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Finance Committee

A. Review and Approve October 2025 Financials

J. Holmes made a motion to Approve October 2025 Financials.

N. Anthony seconded the motion.

Chris reviewed through the financials

Questions were asked regarding the performance, surplus, and budget vs actuals.

The committee **VOTED** unanimously to approve the motion.

B. Review Procurement Policy Amendment

Chris reviewed the changes to the Procurement Policy.

Suggested edits

- *Add record retention - 3 years

- * Single Source Procurement

- *Add a policy in the event of an emergency

Dr. Holmes brought up the PTO and how we are joined in what we are doing

III. Closing Items

A. Next Meeting: Monday December 22nd

Cancel this meeting and wait till January

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:28 PM.

Respectfully Submitted,

M. Caparotta