

APPROVED



## Athlos Jefferson Parish

### Minutes

#### Finance Committee Meeting

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**Date and Time**

Monday November 24, 2025 at 4:00 PM

**Location**

Virtual

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**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)

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**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