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**Community Development Finance Authority  
Finance Committee Meeting**

**14 Dixon Avenue, Suite 102  
Concord, NH**

**February 13<sup>th</sup>, 2024  
9:35 AM**

CDFA FINANCE COMMITTEE PRESENT: John Manning, *Chair*, Diane Fitzpatrick, *CDFA Board Member*.

STAFF: Katherine Easterly Martey, *Executive Director*, Ian Hart, *Chief Financial Officer*, , Felicity Winters, *Executive and Marketing Assistant*.

Mr. Manning called the meeting to order at 9:35 AM. Mr. Manning noted there were no announcements; there were no members of the public in attendance. There was no public comment.

**Motion – 9:35 AM**

Ms. Fitzpatrick moved to approve the meeting agenda, as presented. Mr. Manning seconded, and the motion carried by a unanimous vote of the Committee.

**A. Consent Agenda**

Mr. Manning called for questions or comments on the December 12<sup>th</sup>, 2023 draft minutes. None were offered.

**Motion – 9:35 AM**

There being no questions or comments, Ms. Fitzpatrick moved to approve the Finance Committee minutes, as presented. Mr. Manning seconded, and the motion carried by a unanimous vote of the Committee.

**B. Review of Quarterly Financials – 9:36 AM**

Mr. Hart provided context for highlighted sections of the Balance Sheet, Income Statement, and Working Capital Report for the quarter ending December 31, 2023. He also provided a newly reformatted Cash Flow Report, for which he solicited feedback.

The Committee asked what the lag regarding Tax Credit pledges was from, and Mr. Hart stated that it was a combination of the economy and timing of CDIP Gap Funding approval. Ms. Easterly Martey added that 24 projects need pledges, and that if CDFA ensures pledges for the top 6 projects then that would equal to \$1 million.

With no further questions, Mr. Manning called for a vote to approve the Quarterly Financials as presented.

**Motion – 9:50 AM**

Mr. Manning moved to approve the financials as presented, Ms. Fitzpatrick seconded, and the motion carried by a unanimous vote of the Committee.

**C. Tri-State Bankers CFO Conference – 9:51 AM**

Mr. Hart informed the Committee that CDFA had submitted a proposal to the Tri-State Bank CFO conference, taking place in May. The proposal focused on CDFA's mission-based rate-setting approach. Referring to the proposal included in the Committee Packet, Mr. Hart asked the Committee for suggested points of emphasis, were the proposal selected.

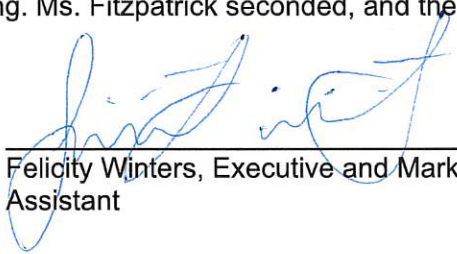
The Committee stated that this is a good opportunity for CDFA to share the programs offered and to ensure a comfort level between each other. The presentation should feature how CDFA can help them and their clients, and speak towards the organization's mission statement.

Mr. Hart asked if there were any further questions, none were offered.

**D. Adjourn**

**Motion – 10:00 AM**

Mr. Manning motioned to adjourn the meeting. Ms. Fitzpatrick seconded, and the motion carried by a unanimous vote of the Committee.



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Felicity Winters, Executive and Marketing Assistant



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*John Manning*  
John Manning (Sep 24, 2024 11:06 EDT)  
John Manning, Chair  
CDFA Finance Committee