



# Horton Plaza Theatres **FOUNDATION**

Nurturing Arts and Culture

## ITEM #4

### MINUTES HORTON PLAZA THEATRES FOUNDATION FINANCE COMMITTEE MEETING OF TUESDAY, NOVEMBER 18, 2025

#### Item #1      Call to Order

Chair Patrick Stewart called the Horton Plaza Theatres Foundation Finance Committee Meeting to order at 3:01 p.m.

#### Item #2      Roll Call

PRESENT: Chair Patrick Stewart, and Directors Jennifer Gattey and Jay L. Henslee

#### Item #3      Non-Agenda Public Comment

None.

#### CONSENT AGENDA

*Director Jay L. Henslee announced his recusal on Item #4.*

#### Item #4      Approval of Horton Plaza Theatre Foundation's Finance Committee Meeting Minutes of October 27, 2025

COMMITTEE ACTION: Motion by Director Jennifer Gattey and seconded by Chair Patrick Stewart that the Horton Plaza Theatres Foundation (HPTF) approves the Finance Committee meeting minutes of October 27, 2025.

Passed by the following vote (2-0):

Aye: Chair Patrick Stewart and Director Jennifer Gattey

Naye: None

Abstain: None

Recusal: Director Jay L. Henslee

#### REGULAR AGENDA

#### Item #5      Recommended Acceptance of Horton Plaza Theatres Foundation's Unaudited Statement of Financial Position, Statement of Activities, Budget to Actual as of September 30, 2025

Civic Communities Accountant Elias Ramirez presented the item, referencing the utilities detail for July, August, and September 2025. Mr. Ramirez reported that the administrative costs associated with Sandra Simmons' severance have been fully processed and noted a slight increase in chilled water costs.

Civic Communities Executive Vice President of Engineering & Construction Daniel Kay indicated that staff continues to work with MA Engineers to finalize the agreement with HPTF and clarified that the \$2,000 expenditure represents HPTF's share of the cost for Lyceum photography.

COMMITTEE ACTION: Motion by Director Jennifer Gattey and seconded by Director Jay L. Henslee that the HPTF recommends acceptance of Horton Plaza Theatres Foundation's Unaudited Statement of Financial Position, Statement of Activities, Budget to Actual as of September 30, 2025

Passed by the following vote (3-0):

Aye:	Chair Patrick Stewart and Directors Jennifer Gattey, and Jay L. Henslee
Naye:	None
Abstain:	None
Recusal:	None

**Item #6**      **Approval of Horton Plaza Theatres Foundation's Draft Independent Auditor's Report, Financial Statement, and Supplementary Information for the Year Ended June 30, 2025**

Civic Communities Vice President of Finance and Accounting, Pamela Rojas reported that the final audit numbers remained unchanged from the June Unaudited Financials. Ms. Rojas summarized key items and noted that the Audit was prepared in accordance with GAAP. She also stated that staff continues to work with the City to identify an operator for the Lyceum.

COMMITTEE ACTION: Motion by Director Jennifer Gattey and seconded by Director Jay L. Henslee that the HPTF recommends approval of Horton Plaza Theatres Foundation's Draft Independent Auditor's Report, Financial Statement, and Supplementary Information for the Year Ended June 30, 2025

Passed by the following vote (3-0):

Aye:	Chair Patrick Stewart and Directors Jennifer Gattey, and Jay L. Henslee
Naye:	None
Abstain:	None
Recusal:	None

**URGENT NON-AGENDA ITEMS ~ None.**

**ADJOURNMENT ~ The Meeting adjourned at 3:15 p.m.**