

Board of Directors Meeting unapproved Minutes

Saturday, July 21, 2012

10:00 AM BIRHC Community Room

Present – *Board Members* – Sandy Birdsall, Denny Cook, Terry Keyes, Pete LoDico, Adam Richards, Rick Speck, Connie Wojan, John Martin

Absent: Carol Gillespie, Jeff Powers, John Works

Staff – Donna Kubic, Managing Director

Guests – Karen Wojan, Don Spencer

I. Call to Order & Welcome

Denny Cook called the meeting to order at 10:00 AM.

Bill McDonough informed the Board that Senator Kahn will be visiting the island on August 21st.

Motion to pay \$250.00 for Senator Kahn flight to Beaver Island (Cook/LoDico) unanimously approved.

2. Revisions to the Agenda

No revisions

3. Review, revisions and Approval of Minutes

Motion to approve minutes of the March 17, 2012 Board Meeting (Wojan/Richards) unanimously approved.

4. Financial and Utilization Reports

A. Financial reports presentations & discussion

Rick Speck reported the only two categories that are down are the interest rate, and the other major item is Medical Service income. As far as expenses the major categories are tracking with overhead well below budget. Looking to put \$20,000 into the maintenance budget in 2013.

Motion to approve income and cash flow reports through June. (Martin/Richards) unanimously approved.

B. Proposed budget for townships

The Finance Committee presented a proposed budget for 2012/2013 to present to the Townships for the August meetings to request millage. Rick Speck will request a rate of 1.8 mills rather than the 2 mills, which was levied. Receiving the state monies this year and next, BIRHC can meet all of the categories, and put \$50,000 aside for replacing equipment. Employee salaries will be approved at the September meeting. **Motion to approve 2012-2013 budget (Keyes/LoDico) unanimously approved.**

C. Cash Flow Report

D. Approve check register

Motion to approve check register on recommendation of the finance committee. (Wojan/Martin) unanimously approved.

5. Committee Reports

A. Resource Development: Connie Wojan reported 186 tickets have been sold on the car. Thanks to Brad, Sally Lounsberry, and Rod Nackerman who are selling tickets once a week. Connie requested additional board help the end of August. The Broder party was a huge success. Connie Wojan thanked everyone who lent a hand. Pete LoDico thanked Wojan for organizing the entire book signing party. To date 200 books have been sold. Thanks to all the merchants who

are selling the books. Thank you to the Northern Islander, Beaver Beacon, and the Chamber of Commerce who helped through their publicity. The monies received from the sale of the Broder Books will remain in the general funds for operations. Leonor Jacobson put in countless hours into organizing the garden tour. Sixty people attended the tour. Lunch was served in the Medical Center garden. Donations in Ellie Hohns name will be used to create a path between the Senior Housing and the Medical Center.. Barbara Lucas donated some of her mother's paintings, framing the paintings at her own expense for a silent auction, also to benefit the gardens. The drawing for the car will be September 3 at Stoney Acres; Connie Wojan would like as many board members as possible to be in attendance. John Martin reported discussion regarding the U of M physicians will be reported at the September meeting. The staff will be invited to attend the meeting.

C. Building maintenance

Denny Cook presented a preventative maintenance agreement for the generator with a premium of \$463.00 a year. **Motion to purchase the agreement (Speck/LoDico) unanimously approved.**

D. Medical Services and Quality Assessment:

no report.

E. Audit Committee:

Jeff Powers agreed to remain as Chairman of the Committee, with Sandra Birdsall, Don Spencer and Terry Keyes also agreeing to remain on for 2013.

6. Operations Report

Donna Kubic report that Chris Van Looy has indicated she would like to retire. Donna Kubic has approached McLaren Northern Hospital to assist in the process. **Motion to approve \$2500 in this budget year and \$2500 in the next budget year to advertise for a second care provider. (Speck/Cook) unanimously approved.**

7. Old Business

A. Vacation pay

Motion to approve the Vacation policy as presented (Keyes, Richards) unanimously approved.

8. New Business

A. Extra pay for time over 168 hours worked

Rick Speck reported the finance committee discussed a situation where hours not worked were paid over the 168 hours for the care providers. Donna Kubic will refer to Webb Martin to investigate the labor laws of exempt employees on salary. This will then be referred to a committee.. *“Vacation, sick, bereavement, or other compensation will only be paid if a 168 hours within a two week pay period has not been worked. The compensation will be paid to reach the 168 hours for the pay period if the provider has accrued time. If the provider does not have accumulated time their salary will be adjusted unless management decides otherwise.”* will be the language sent to Webb Martin.

9. Public Comment

None

10. Motion to adjourn:

Motion to adjourn at 11:42 AM (Cook/Richards) unanimously approved.

Respectfully submitted,

Donna Kubic