

## **Board of Directors Approved Minutes**

**Saturday, September 27, 2014**

**10:00 AM BIRHC Community Room**

**Present** – *Board Members* – Terry Keyes, Pete LoDico, Jeff Powers, Adam Richards, Connie Wojan

**Absent** – Rick Speck, Jim Wojan, John Works, Jr.

*Staff* – Donna Kubic, Managing Director; Deb Plastrik, Administrative Assistant

*Guest* – Don Spencer

### **I. Call to Order & Welcome**

President Connie Wojan called the meeting to order at 10:00 AM.

### **II. Review, revisions and Approval of Minutes – attached**

June 21, 2014 - **Motion to approve minutes (Richards/Keyes) unanimously approved.**

September 6, 2014 – **Motion to approve minutes (Richards/Wojan) unanimously approved.**

September 20, 2014 – **Motion to approve minutes (Powers/LoDico) unanimously approved.**

### **III. Financial and Utilization Reports – attached**

In Rick Speck’s absence, Connie Wojan presented the draft budget he had prepared, noting that the budget could be amended at a later time.

**Motion to approve the draft budget (LoDico/Richards) unanimously approved.**

**Motion to approve the cash flow report (Richards/Keyes) unanimously approved.**

**Motion to approve the check register (Richards/LoDico) unanimously approved**

### **IV. Committee Reports**

A. Resource Development – Connie Wojan referred to the fundraising update included in the board packet.

B. Finance – no meeting.

C. Building Management – Work on repairing the ice damage should begin in early October.

D. Medical Services and Quality Assessment – Adam Richards reported on the health fair which had been held the day before. Deb Plastrik said that the QAPI committee had met on July 23.

E. Audit Committee – Jeff Powers noted the letter from the auditor that was in the board packet.

### **V. Operations Report – attached**

Donna Kubic spoke about Chris VanLooy’s return as Physician Assistant. She reported on how Mary Cook’s duties as bookkeeper would be covered after Mary’s departure for a new job.

Deb Plastrik asked the board for guidance on fundraising software. She will contact Christie Perdue for advice.

**VI. Old Business**

Purchase of vehicle for staff use – **Motion to authorize Pete LoDico to spend up to \$10,000 for a vehicle with all wheel drive or four wheel drive, the choice to be left to his discretion (Powers/Keyes) unanimously approved.**

**VII. New Business**

- A. Consent Agenda – Connie Wojan asked to postpone the item.
- B. Sign on Road – The board looked at examples of informational signs to be placed on Kings Highway, but agreed to gather more information before a decision.
- C. Bequest Stephens Family – Connie Wojan reported that the Stephens family had donated \$29,000 to the BIRHC. There were no stipulations about how the gift should be spent.
- D. Reconsider motion to hire Christie Perdue for additional work – After the special meeting on September 20, Jeff Powers had asked to reconsider the motion hiring Christie for continuing work. Jeff Powers said that he would like to retract the request, based on discussion at this meeting.

**VIII. Public Comment**

Don Spencer had asked earlier in the meeting about the role of an Emeritus Director. Connie Wojan said that she would research the by-laws and report back.

Connie Wojan asked board members to review the survey report and to contact Christie Perdue within two weeks with feedback and questions so that a special meeting work session with her can be scheduled soon. Two items that might be discussed at such a meeting include the Kings Highway sign and the use of the Stephens bequest.

**IX. Motion to Adjourn**

At 11:45 AM (**J. Keyes/Richards**) **unanimously approved.**

**Respectfully submitted,  
Deb Plastrik, Recording Secretary**