

Board of Directors Draft Minutes

Saturday, June 21, 2014

10:00 AM BIRHC Community Room

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

Absent – John Works, Jr.

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

Guests – Jack Gallagher, Eric and Sanomalynn Naranjo, 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

March 15, 2014 - **Motion to approve minutes Meeting (Speck/LoDico) unanimously approved.**

III. Financial and Utilization Reports – attached

Rick Speck noted that the reports reflected the \$100,000 state funding. While medical services income was down, expenses were tracking okay. The increase in heating costs made looking into a geothermal system and added insulation a good plan, he said.

Motion to approve the financial reports (Keyes/LoDico) unanimously approved.

Motion to approve the check register (Keyes/Richards) unanimously approved.

IV. Committee Reports

A. Resource Development – Connie Wojan reported that the newsletter had produced \$2000 in donations. There were 212 raffle tickets sold by the time of the early bird drawing.

B. Finance – attached – Rick Speck said that the committee had discussed several needed purchases, including a refrigerator, computers and a used car or van. The committee discussed lowering the collected millage to 1.6 mills which would reduce Health Center income by \$20,000.

C. Building Management – JimWojan said the committee was continuing to work on the problems that created the ice dams the past winter.

D. Medical Services and Quality Assessment – Adam Richards said the committee was continuing work on the QAPI plan and reported on the health fair set for Sept. 26.

E. Audit Committee – Jeff Powers reported that the committee and Mary Cook were pleased with Abraham Gaffney as the auditor and recommended continuing with them for the next

three years at a cost of about \$6000 per year. **Motion to contract with Abraham Gaffney for next three years (J. Wojan/Keyes) unanimously approved.**

V. Operations Report – attached

Donna Kubic asked the board to pay for airfare for a prospective chiropractor who would come on July 12 to meet with prospective patients. **Motion to pay for airfare (Keyes/Richards) unanimously approved.**

VI. Old Business

None

VII. New Business

- A. 2014-2015 budget for fiscal year beginning October 1 – Rick Speck said that the finance committee would meet in July to prepare the draft budget for submission to the townships in August. The board could approve the budget in September. **Motion to authorize the finance committee to prepare a draft budget with a total not to exceed a 6% increase (J. Wojan/Powers) unanimously approved.**
- B. State Money – The board discussed what improvements in equipment might be accomplished with the state funding to demonstrate its impact on the Health Center.
- C. Report on VA Day/VA contract – Connie Wojan and Donna Kubic reported on the turnout of about 40 veterans for the event. A Memorandum of Understanding is in the works.
- D. Consent Agenda – Connie Wojan said she would table this item until the next meeting due to the length of today’s meeting.
- E. Date of next meeting – Terry Keyes asked if the next meeting could be held on September 27 instead of September 20. The board agreed and the change will be posted.

VIII. Public Comment

Eric Naranjo reported on his experiences with the recent focus group and said he would like to be involved in an ongoing fashion. Jack Gallagher asked questions about the financial reports and the quality assurance process.

IX. Motion to Adjourn

At 11:50 AM (J. Wojan/Richards) **unanimously approved.**

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