

## Board of Directors Meeting Approved Minutes

Saturday, May 21, 2011

10:00 AM BIRHC Community Room

**Present** – *Board Members* – Sandy Birdsall, Denny Cook, Gerry LaFreniere, Jeff Powers, Adam Richards, Rick Speck, John Works

*Absent* – Carol Gillespie, Terry Keyes, Pete LoDico, John Martin

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

Guests: Connie Wojan

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

Denny Cook called the meeting to order at 10:00 AM. He noted that \$33,000 in state funding had been approved since the last meeting.

### **II. Revisions to the Agenda –**

None

### **III. Review, Revisions and Approval of Minutes of March 19, 2011 meeting - attached Motion to approve (Works, Cook) unanimously approved.**

### **IV. Presentation of CCCF Grant Check**

In her position as CCCF board member, Connie Wojan presented a check for \$2,666 to President Denny Cook and Managing Director Donna Kubic. The grant will benefit the Senior Help Mate program.

### **V. Financial and Utilization Reports - attached**

Rick Speck said that income was a little ahead of budget and that expenses were about as budgeted. **Motion to approve the financial report (Works, Cook) unanimously approved.**

Rick also presented the cash flow report.

### **VI. Committee Reports**

- A. Resource Development: Sandy Birdsall said the committee had not met since the March meeting. The newsletter had been produced and had made a great impression. Connie Wojan said that 140 tickets have been sold for the Early Bird Drawing. She distributed tickets and schedule to board members. Connie also updated the board on the garden projects planned, thanking Leonor Jacobson for all her work. History of the garden project attached.
- B. Building Maintenance: Gerry LaFreniere said Garrett Cole had done a lot of maintenance and cleaning work since the last meeting. He asked if the board would approve spending to

improve the outside water sources to help with the new garden areas. It was agreed to allocate no more than \$500 from the grounds budget line for this work. Gerry said that he and Jeff Powers were still considering how to replace the flooring in Wendy White's office. Donna Kubic asked for and received permission to have the tile floors professionally waxed for about \$750, charged against the building maintenance budget. The coating should last about three years.

C. Finance Committee: no report

D. Medical Services and Quality Assessment: no report

**VII. Operations Report (attached)**

**VIII. Old Business**

Denny Cook asked that board members bring requests for information to him before approaching Donna or the staff.

**IX. New Business**

University of Michigan, Flint NP Program - Denny Cook said that the Health Center had been approached about a clinical placement program for Nurse Practitioner students by the University of Michigan-Flint. Webb Martin has okayed the contract language. **Motion to approve the contract (Birdsall, Powers) unanimously approved.**

Thrombolytic - Donna said that the Health Center had researched purchasing a clot-busting thrombolytic drug at \$3,000 a dose to be used for heart attack or stroke patients. Northern Michigan Regional Hospital will replace it for us before expiration as needed. The board directed her to stock it, charging it against the medical supplies budget.

New policies needed for 990 filing – (attached) **Motion to approve the Audit Committee, Records Retention, Conflict of Interest, Board Job Description, Resolution on Availability of Documents, Code of Ethics for Board Members, Position Description – Board Member and Document Destruction and Whistle Blower/Code of Conduct Policies (Birdsall, LaFreniere) unanimously approved.**

**X. Public Comment**

None

**XI. Motion to Adjourn**

**Motion to adjourn at 11:17 AM (LaFreniere, Works) unanimously approved.**

Respectfully submitted

Deb Plastrik, Recording Secretary

## Garden Update

If you have been reading the papers, you know that Leonor Jacobson is spearheading finishing our landscaping in the back of the building.

She has been working on this tirelessly planning fundraisers and doing a lot of physical work herself over the past couple of weeks.

Would urge everyone to take a look around the back to see what has been layed out so far.

Since we have many new board members I would like to give you a quick history about how we got to the current stage of landscaping at the HC.

I think we can all agree that the front of the building looks very nice right now.

**When our building was finished we did not have one cent to spend on landscaping. Everything you see out there was donated and placed there with volunteer labor. The only Health Center money spent on landscaping has been the electricity for our pump to water.**

The person most responsible for that is BJ Wyckoff

She organized the project and donated the largest number of trees and bushes, all of the bulbs, all of the lilies, fertilizer, top soil, mulch, the use of their tractor, labor of her employee, lunch for planting crew...you name it.

Others who made major donations were:

**Jim Wojan-** Boulders

**Gary Marvin-** came to the island for a day, laid out plan, helped plant and donated over \$2000 of trees and bushes.

**Volunteer labor** from many people.

**So that is how we got to where we are today.**

**So where do we hope to go from here?**

Leonor has very ambitious plans.

Three gardening business have been hired to design gardens by Leonor

Also Mary Ann Weaver has volunteered to design and plant a butterfly garden.

We have checked with Jim Wojan about location of drain field and what can and cannot be planted over it.

### **Fundraisers/ donations**

Quilt Donated by Kathy Jones auctioned

Garden Walk on July 13<sup>th</sup>

Rotating silent auction throughout the summer

Gift already received from Gail Weede family for children's garden

Leonor has made both a financial donations and plant material

Jeff Powers has donated a generous credit on our account at his hardware.

So we continue to look for donations of cash, gardening supplies or plants.

Leonor is also planning silent auction of various prizes. We are looking various donations for prizes.

Merchandise/Services