

Board of Directors Meeting Approved Minutes

Saturday, March 17, 2012

10:00 AM BIRHC Community Room

Present – *Board Members* – Sandy Birdsall, Denny Cook, Carol Gillespie, Terry Keyes, Pete LoDico, Jeff Powers, Adam Richards, Rick Speck, Connie Wojan, John Works; John Martin on phone

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

Guests – Jerry LaFreniere, Bud Martin, John Robert, Don Spencer, Greg Williams

I. Call to Order & Welcome

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

II. Revisions to the Agenda

Jeff Powers asked that an analysis he had done of salaries and program income be added under the discussion of staff salaries.

III. Geothermal Proposal

John Robert presented information about possible modifications of the heating, air conditioning and ventilation systems at the center (attached). Topics included: use of ventilation timers, heat recovery ventilators, a means of dealing with temperature extremes in the cupola, installation of a geothermal system. Bud Martin asked that any decisions about geothermal vs. propane take into account impacts on the island economy.

Motion to have John Robert research ventilation timers, heat recovery ventilators and air exchange in the cupola and to report back to the board as soon as possible. (Birdsall/Cook) unanimously approved.

IV. Review, revisions and Approval of Minutes – attached

January 21, 2012 – **Motion to approve (Works/Richards) unanimously approved.**

V. Financial and Utilization Reports – attached

Rick Speck said that the expected \$100,000 payment from the state had not arrived yet. The cash flow projected for March reflected the \$46,800 from the CCCF Endowment interest.

Motion to accept income and cash flow reports (Works, Wojan) unanimously approved.

Motion to accept the finance committee's review of the check register and its recommendation for approval, per the auditors' recommendations. (Wojan/Cook) unanimously approved.

VI. Disaster Planning

Denny Cook introduced Greg Williams, director of Emergency Management for Charlevoix, Cheboygan and Emmet counties. He reported on progress toward equipping the health center to be used as a command center in the event of a local or regional emergency.

VII. Committee Reports

A. Resource Development: Connie Wojan asked for permission to work with the Broder family to schedule a thank you/book signing party. **Motion to approve proceeding with planning (Keyes/Birdsall) unanimously approved.**

B. Finance: Rick Speck said that the finance committee and board should begin to think about how the state funds should be allocated. Equipment replacement and covering housing for UM resident doctors are two possibilities.

Motion to request that the CCCF move the \$46,800 endowment interest payment into the BIRHC special projects fund (Speck/Cook) unanimously approved.

Jeff Powers shared an analysis of staff salaries and professional services income (attached) and urged the board to consider ways to increase income.

Motion to approve staff salaries as set in last year's budget (Birdsall/Keyes) unanimously approved.

C. Building maintenance: Denny Cook reported that the generator installation had been completed. The larger generator costs \$5,705 more than the tribal grant money.

D. Medical Services and Quality Assessment: no report.

E. Audit Committee: no report.

VIII. Operations Report (attached)

Donna Kubic noted that the procedure research report included provided the expanded encounter/billing information the board had requested.

IX. Old Business

The board discussed how to proceed with providing housing for any visiting UM resident doctors this summer. **Motion to empower Donna Kubic to spend up to \$5,000 for housing (Works/Wojan) unanimously approved.**

Pete LoDico gave an update on the Chevy Sonic car raffle.

X. New Business

None

XI. Public Comment

None

XII. Motion to adjourn:

Motion to adjourn at 12:17 PM (Works/Richards) unanimously approved. (Birdsall and Keyes had left previously.)

Respectfully submitted,

Deb Plastrik, Recording Secretary