

## **Board of Directors Meeting Draft Minutes**

**Saturday, December 10, 2016**

**10:00 AM BIRHC Community Room**

**Present** – *Board Members* – Denny Cook, Terry Keyes, Larry Kubic, Rick Speck, Don Spencer, Connie Wojan

**Absent** – Diane McDonough

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

*Guests* – Carol Creasser, Jack Gallagher, Pam Grassmick, Elaine Kurtz, John Kurtz, Bill McDonough, Chelsea Platte, Maureen Turner, Jim Wojan

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

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

### **II. Revisions to the Agenda**

None

### **III. Review, revisions & approval of the minutes**

**Motion to approve the minutes of the regular meeting of September 17, 2016 as written (Cook/Spencer) unanimously approved.**

### **IV. Munson Healthcare Transportation Grant proposal**

Chelsea Platte and John Kurtz from Munson Healthcare Charlevoix Hospital Foundation explained the grant from the Michigan Health Endowment Grant. Part of this grant would apply to Beaver Island to help subsidize transportation to and on the mainland for health care purposes. If the Health Center and Island can raise \$12,500, it will be matched and the \$25,000 will be added to an endowment at the Charlevoix County Community Foundation, yielding approximately \$1,000 per year. The program could subsidize about one-quarter of transportation costs for patients. Chelsea Platte also reported on improvements to the Charlevoix Hospital, including the infusion center, new operating rooms and more pre-op and post-op space.

**Motion to commit to raising \$12,500 by the end of June through special projects fund and fundraising (Spencer/Wojan) unanimously approved.**

### **V. Financial and Utilization Reports (attached)**

Rick Speck explained that the income statement was based on one month. The new software will be able to produce different reports and Mary Cook and the new treasurer would have more data by the next meeting.

**Motion to approve financial reports (attached) as presented (Spencer/Keyes) unanimously approved.**

**Motion to approve the check register (attached) (Kubic/Wojan) unanimously approved.**

## **VI. Committee Reports**

- A. Resource Development – The board discussed whether to hold the car raffle in 2017. Suggestions ranged from taking off one year to offering a different vehicle to trying cash prizes only.
- B. **Motion to not have a car raffle in 2017 while a committee looks at alternatives (Cook/Speck) approved.** Voting for: Cook, Keyes, Kubic, Speck, C. Wojan, J. Wojan; voting against: Spencer; approved.
- C. Finance – No meeting.
- D. Building Management – Denny Cook reported that generator maintenance had been done. They plan to change the orientation of the propane tank before putting the fence around the generator.
- E. Audit Committee – No meeting. Mary Cook is gathering the information for the next meeting.

## **VII. Operations Report – (attached)**

Donna Kubic reported that the phone system would no longer be supported by TDS but that our IT person Christie Lamoreaux believed she could deal with it. She also reported that telemedicine would now be used to access a child psychiatrist in Petoskey for Island patients. She said that the mock survey conducted by Health Service Associates had been very helpful, pointing out small things that should be changed, but nothing major. All aspects of operation had been surveyed.

## **VIII. Old Business**

None

## **IX. New Business**

- A. Staff Bonuses
  - Motion to allocate \$2,500 for bonuses for seven staff members to be divided by Donna Kubic as she wishes (Keyes/Wojan) unanimously approved.**
  - Motion to allocate \$2,500 plus necessary taxes for bonus for Donna Kubic (Keyes/Cook) unanimously approved. Larry Kubic left the room and did not vote on the motion.**
- B. Recognition of Retiring Board Members
  - Connie Wojan recognized Terry Keyes and Rick Speck for their years of service to the board.
- C. Election of New Board Members
  - Denny Cook said that he and Connie Wojan had interviewed two candidates for the board. As Diane McDonough will now be the St. James representative, Jim Wojan had offered to return as an at-large member. Maureen Turner and Bill Johnson had also applied to join the board.
  - Motion to elect Jim Wojan to a two-year term (Keyes/Cook) unanimously approved.**
  - Motion to elect Maureen Turner to a three-year term (Keyes/Spencer) unanimously approved.**

**Motion to elect Bill Johnson to a three-year term (Cook/Kubic) unanimously approved.**

D. Election of Officers

**Motion to elect Connie Wojan as president; Don Spencer as vice president; Denny Cook as secretary and Maureen Turner as treasurer (J. Wojan/Spencer) unanimously approved.**

E. Committee Assignments

Assignments will be finalized at the next meeting.

F. Set Meeting Dates for 2017

Meetings were set for Saturdays, March 25, June 17, September 16, December 9, at 10 AM in the community room.

**X. Public Comment**

Pam Grassmick read a letter from Dr. Wendy White and asked for Health Center help in solving home care for seniors on the Island.

**A. Motion to Adjourn at 12:04 PM unanimously approved.**

**Respectfully submitted,  
Deb Plastrik**