

**Board of Directors Meeting Draft Minutes**  
**Saturday, June 17, 2017**  
**9:00 AM BIRHC Community Room**

**Present** – Denny Cook, Bill Johnson, Larry Kubic, Don Spencer,  
Maura Turner, Connie Wojan, J. Wojan

**Absent** – Diane McDonough                      **Staff** – Donna Kubic, Managing Director;

**Guests** – Karen Wojan, Mary Cook, Pam Grassmick

**I. Call to Order & Welcome**

President Connie Wojan called the meeting to order at 9:00 AM.

**II. Revisions to the Agenda**

None

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

**Motion to approve the minutes of the regular meeting of March 25, 2017 as written (Spencer/Wojan) unanimously approved.**

**IV. Financial & Utilization Reports**

**A. Approve Check Register and Transaction report**

**Motion to approve the check register (Spencer/Cook) unanimously approved.**

The finance committee met and will review the rest of the financials at a special budget meeting next month. **Motion to accept the transaction list (Turner/Kubic) unanimously approved.**

**V. Committee Reports**

**A. Resource Development** – Kubic announced contributions received from the newsletter mailing this year is only a few hundred dollars less than last year.

**B. Building Maintenance**

J. Wojan stated there was nothing to report on building maintenance.

**C. Fundraising Report** C. Wojan reported 30 custom letters have been mailed to Legacy tree donors and other special donors to save the date of August 16<sup>th</sup>. Bill McDonough reserved the St James Yacht Club for August 16<sup>th</sup>. Chip Hansen, John Martin, Joe Reed and Don Spencer will speak. Drinks and appetizers will be served from 5:00 PM – 7:00 PM. Please plan on attending. McDonough's will cater the event.

**VI. Operations Report – (attached)**

**A. Summary of Activities 2017**

Kubic reported she is on contact with a Nurse Practitioner who may be interested in the position when Carolyn leaves.

**VII. Old Business**

**A. Update Dr. White**

No reports have been received from Dr. White

Johnson reported Dr. White e mailed him, her attorney will draft a notice the beginning of the week submitting her 60 day notice.

**IX. New Business**

**A. Approve Donna signing head hunter contracts**

**Motion made to allow Donna to sign contracts with head hunters (J. Wojan/Spencer) unanimously approved.**

**B. Going away party for Carolyn**

Donna will check with Carolyn and report back to the board at the July special meeting regarding a date they will work out.

**C. Special Meeting to approve budget**

Date was set for July 10<sup>th</sup> at 6 PM to approve the 2017/2018 budget.

**D. Look into replacing tile in patient rooms**

Kubic explained the need especially in the patient rooms to look into replacing the tile floor. Kubic will e mail a link to a website to the board to examine an epoxy flooring. The board will discuss this at the July meeting.

**E. Meeting Munson Healthcare Charlevoix hospital.** Spencer informed the board that Joanne Schroeder, the new CEO of Charlevoix Are Hospital will be visiting the Health Center and encouraged all board members to attend. The guests will arrive at 11:00 and leave at 3:00. Lunch will be provided. This will be an informal meet and greet.

**X. Public Comment**

G. LaFreniere talked about Greg Clark coming to the island to talk about disaster planning. The board supports the idea of the Health Center being command central in case of a disaster. **Motion to commit to the command center being located at the Health Center and authorize J. Wojan to attend the meeting (C. Wojan/Johnson), unanimously approved.**

The Strategic plan discussion began with revisiting the mission statement, vision and values. It was decided to change the mission statement to read *“To provide high quality cost effective patient treatment, wellness services and to serve as a primary care facility to the Beaver Island community.*

Vision statement to remain the same except to move #2 to #1. Access to high quality health care is a basic community need, regardless of a person's ability to pay should be the first bullet point under the vision statement.

The focus of the of the strategic plan should include technology, retention of staff, research development electronic medical records and a new designation for the clinic.

Johnson asked the board about John Griffith who knows what's going on with the trends in health care and also Glen Lossier from Nebraska. He will arrange for one or both to visit the island. Bill indicated the Health Center needs to get help from outside. **Motion for Johnson to contact the school of public health and to see what sort of help they may provide and at what cost. (Spencer/Turner) unanimously approved.** Johnson to arrange for them to meet with a few board members and then with the whole board at the meeting in September. They will form a subcommittee Johnson, Spencer and Turner.

**A. Motion to adjourn at 12:20 PM (Spencer/C.Wojan) unanimously approved.**

**Respectfully submitted,**

**Donna Kubic**