

Board of Directors Meeting Approved Minutes
Saturday, September 16, 2017
10:00 AM BIRHC Community Room

Present – Denny Cook, Bill Johnson, Larry Kubic, Dianne McDonough, Don Spencer, Maura Turner, (via speakerphone) Connie Wojan, J. Wojan

Staff – Donna Kubic, Managing Director; Mary Cook, Bookkeeper/Outside Consultant

Guests – Karen 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 June 17, 2017 as written (Spencer/Kubic) unanimously approved.

VI. Update on Networking with State/Munson

Dr Martin brought the board and staff up to date on the numerous meetings he has had with political figures in Lansing, naming the individuals and a list of the islands he has visited.

V. Financial & Utilization Reports

A. Financial reports presentations and discussion

B. Approve Check Register

M. Cook reported on the finances. It was suggested to budget in the coming year \$4,000 or \$5,000 for the political agenda to stay connected to Lansing. **Motion to approve the finances (Spencer/Cook) unanimously approved.**

C. Consolidate Restricted Funds

Motion to authorize the finance committee to combine the restricted funds and report to the board at the next meeting (Johnson/J. Wojan), unanimously approved.

VI. Committee Reports

A. Building Maintenance

Discussion was had about putting a fence around the propane tank – it would need to be repositioned before that could be done. The committee will research who would then do the hook up.

B. Audit Committee

Motion to enter into a three year contract with the current auditors per recommendation of the audit committee. (Spencer/Kubic) unanimously approved.

VII. Operations Report –

A. Summary of Activities 2017 (see attached)

Betty's memorial monies will be used for the Wellness Garden for flowers, also a plaque on the rock Jim Wojan donated and placed in the front of the Health Center building.

Motion to authorize a credit card for Dr Martin for expenses up to a \$10,000 limit

(J. Wojan/D. Cook) unanimously approved.

Motion to pay Carolyn's air fare and gas money from Ohio at the current IRS rate if she works a four day minimum.

B. Staffing Reorganization

Ann Partridge will be joining the Health Center Staff, October 9th. Donna as interviewed two Nurse Practitioners, neither one accepting the position.

VIII. Old Business

A. Update Dr. White

B. Next steps dental past October 7.

Motion was made that on October 7th at 5 PM the locks will be changed and no extensions will be made. 5 ayes and 2 opposed.

C. Five year plan update

Motion to give Don Spencer the authority to pick a subcommittee to come to the board with recommendation (J. Wojan/D. Cook) unanimously approved.

IX. New Business

A. Flag Pole

The garden fund will donate \$300.00 towards a new flag pole, Leonor Jacobson will donate \$300.00 and the Health Center will pay for the cost of installing it.

X. Public Comment

No public comment

XI. Motion to adjourn

Motion to adjourn at 12:30 PM (Spencer/J.Wojan) unanimously approved.

Respectfully submitted,

Donna Kubic