

**Board of Directors Meeting Draft Minutes**  
**Saturday, June 16, 2018**  
**10:00 AM BIRHC Community Room**

**Present** – *Board Members* – Denny Cook, Mark Carrington, Larry Kubic, Diane McDonough, Don Spencer, Connie Wojan , Maura Turner, Bill Johnson, Jim Wojan

**Absent** –

*Staff* – Donna Kubic, Ann Partridge

**I. Call to order, welcome, announcements**

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

Jim McDonough presented a check in the amount of \$65,000 to the Beaver Island Rural Health Center from an anonymous donor. McDonough indicated the Fire Department and EMS also received substantial donations. The donor will be thanked in writing by C. Wojan and Dr. Martin. Items on our Wish List will be purchased the donor kept up to date on our purchases.

**Motion to approve the purchase of a Life Pack 15 (Spencer and Carrington), unanimously approved.**

A power point will be shown at the school on June 28<sup>th</sup> at 7 PM by Dr. Martin.

Dr Martin informed the Board on items purchased to perform skin biopsies in the clinic to benefit both the patients of the island but also serve as revenue for the clinic.

**II. Revisions to the Agenda**

No revisions to the agenda.

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

**Motion to approve the minutes of the March 10, 2018 meeting (Turner/Cook) unanimously approved.**

**IV. Financial & Utilization Reports**

A. Financial reports presentations and discussion

**Motion to accept the financial and utilization reports (Spencer/Johnson), unanimously approved.**

B. Approve Check Register

**Motion to approve the check register (Johnson/Turner) unanimously approved.**

**V. Committee Reports**

A. Resource Development –

1) Raffle Update

Awaiting the license

2) Millage Renewal

On the ballot in St James to be voted in August 7<sup>th</sup>. The full two mills will be asked for.

B. Finance

Turner reported the encounters are lower than last year, therefore the income is lower, but not totally out of line compared to other years.

C. Building Maintenance

Cook reported on the flooring which was authorized up to \$6,000. A change of plans to replace the tile will be an increase of \$8,000 in cost. It was decided the budget needs to be changed and specs need to be redone. A RFP to both businesses needs to be set up and come up with a specific description. **Motion to increase the amount budgeted to \$10,000 (Turner/Carrington) unanimously approved. Purchases are not to be made without a process to be fair to all, unanimously approved.**

Turner requested a wish list and budget from the Maintenance Committee to begin to set up the capital improvement fund

D. Dental Committee

Carrington drafted a joint letter outlining the beginning of a working agreement with Dental Clinics North. There has been a slight change in personnel so the tentative timeline has been pushed back. The board commended Mark on his outstanding work on the dental program.

VI. **Operations Report**

A. Summary of Activities, Statistics 2018

All items in the report have been discussed previously in this meeting

VII. **Old Business**

A. NP /PA position

**Motion to increase the sign on bonus to \$5,000 or an increase in salary of \$2,500.00, second to that give Donna the option of negotiating moving expenses up to \$3,000. (Carrington/Johnson unanimously approved)**

**Motion to form an organization committee to look at the structure of our health care system, Looking at different options on how to organize internally to provide the best health care. (Spencer,/Johnson) unanimously approved.** Members of the committee to include Spencer, Johnson, Turner, Solle, Carrington, Kubic.

B. Munson update

Munson update, Spencer indicated Munson has no intentions to purchase the clinic, but will continue to help with recruiting.

VIII. **New Business**

A. Condominium

**Motion for Kubic to look into the purchase of a condominium, when it becomes available (Turner/McDonough ) unanimously approved.**

B. Telemedicine Cart

Kubic explained the Grant with Munson for a telemedicine cart. The grant will pay \$15,000 and the clinic is responsible for \$10,000. **Motion to allow the purchase of the telemedicine equipment (Carrington/McDonough) unanimously approved.**

IX. Public Comment

X. **Motion to adjourn**

**Motion to adjourn (J.Wojan/Kubic at 12:07 PM.)**

Respectfully submitted,

D. Kubic Managing Director