

# Beaver Island Rural Health Center

## Board of Directors

37304 Kings Hwy Beaver Island, MI 49782

## Special Meeting

April 22nd, 2022 at 4:00pm

Meeting held at the Peaine Township Hall, 36825 Kings Hwy, Beaver Island, MI 49782 per the special meeting notice.

Meeting called to order at 4:02pm by D'Andraia

Board Members Present:

Frank D'Andraia, President

Diane McDonough, Vice President

Carla Martin, Secretary

Lori Taylor-Blitz

Leslie Visser

Donna Kubic (Ms. Kubic joined the Board upon her appointment)

Board Members Absent: Kellie Sopczynski, Laurence Birch, Connie Wojan (Ms. Wojan was not present upon appointment to the Board)

Also present was Ann Partridge, acting BIRHC Managing Director.

MOTION Martin, second Taylor-Blitz to approve the consent agenda, motion approved.

MOTION Taylor-Blitz, second McDonough to approve the Consent Agenda:

1. Approval of Minutes January 13<sup>th</sup>, 2021 Special Meeting

2. Acceptance of General Ledger

Roll Call Vote

Yes: Taylor-Blitz, Visser, McDonough, Martin, D'Andraia

No: None

Absent: Sopczynski, Birch

Motion approved.

MOTION Taylor-Blitz, second Visser to appoint Donna Kubic and Connie Wojan to the Beaver Island Rural Health Center Board of Directors, motion approved.

Ms. Kubic joined the Board at 4:07pm, for the remainder of the meeting.

BIRHC Managing Director, Ann Partridge, provided her report to the Board.

MOTION Martin, second Kubic to authorize the Managing Director to proceed with a one-year agreement with Kareo for electronic medical records/electronic hospital record services at \$510 per month plus additional fees, motion approved.

MOTION McDonough, second Taylor-Blitz to maintain the annual IRA employer matching contribution rate of 3% of an employee's annual salary with two employees retroactively affected, and one new hire, motion approved.

MOTION McDonough, second Martin to increase the Health Savings Account rate to \$86.54 per employee, per pay period going forward, which will cover 75% of deductible and equate to an annual increase of \$1097.46 per employee affecting three employees, including the new NP. The HSA rate is also to be reviewed annually at the beginning of each fiscal year. Motion approved.

MOTION Visser, second Taylor-Blitz that following Board approval at the January 13<sup>th</sup>, 2022 Special Meetings to waive the bidding process for the following projects that the Board approve the recommendation of the Board President to contract with McDonough Construction to retrofit the public entrances at the Health Center with automatic door openers with a project cost of

\$10,945 and to remodel the x-ray room for the installation of the new x-ray equipment with a project cost of approximately \$50,000, and to contract with Universal Signs for the purchase and installation of the new electronic sign for the Health Center with project cost of \$40,000, motion approved.

**RESOLUTION #6 of 2022**

Offered by Taylor-Blitz and supported by Visser

Charlevoix State Bank Resolution: Resolve to authorize Frank D' Andraia, President of the BIRHC Board, and Ann Partridge, Managing Director of the Beaver Island Rural Health Center to act as authorized fiduciary agents on behalf of Beaver Island Rural Health Center for accounts with the Charlevoix State Bank, 103 State St., Charlevoix, MI 49720-3304. The effective date of this authorization is April 22nd, 2022. Further the board authorizes the removal of Tammy Radionoff name as an authorized fiduciary agent from Charlevoix State Bank financial accounts, as she has transferred from an administrative position to a clinician position within the Center, as well as the removal of Ed Troutman, who has resigned as a member of the BIRHC Board.

Roll Call Vote

Yes: Taylor-Blitz, Kubic, Visser, McDonough, Martin, D' Andraia

No: None

Absent: Sopczynski, Birch, Wojan

**RESOLUTION ADOPTED**

**RESOLUTION #7 of 2022**

Offered by Taylor-Blitz and supported by Visser

TIAA Bank Resolution: Resolve to authorize Frank D' Andraia, President of the BIRHC Board, and Ann Partridge, Managing Director of the Beaver Island Rural Health Center to act as authorized fiduciary agents on behalf of Beaver Island Rural Health Center for accounts with the TIAA Bank Charlevoix State Bank. The effective date of this authorization is April 22nd, 2022. Further the board authorizes the removal of Tammy Radionoff name as an authorized fiduciary agent from TIAA Bank financial accounts, as she has transferred from an administrative position to a clinician position within the Center, as well as the removal of Ed Troutman, who has resigned as a member of the BIRHC Board.

Roll Call Vote

Yes: Taylor-Blitz, Kubic, Visser, McDonough, Martin, D' Andraia

No: None

Absent: Sopczynski, Birch, Wojan

**RESOLUTION ADOPTED**

**RESOLUTION #8 of 2022**

Offered by Taylor-Blitz and supported by Visser

4FRont Credit Union Resolution: Resolve to authorize Frank D' Andraia, President of the BIRHC Board, and Ann Partridge, Managing Director of the Beaver Island Rural Health Center to act as authorized fiduciary agents on behalf of Beaver Island Rural Health Center for accounts with the 4Front Credit union 1031 May St, Charlevoix, MI 49720, The effective date of this authorization is April 22nd, 2022. Further the board authorizes the removal of Tammy Radionoff name as an authorized fiduciary agent from 4Front Credit Union financial accounts, as she has transferred from an administrative position to a clinician position within the Center.

Roll Call Vote

Yes: Taylor-Blitz, Kubic, Visser, McDonough, Martin, D' Andraia

No: None

Absent: Sopczynski, Birch, Wojan

**RESOLUTION ADOPTED**

**MOTION** Taylor-Blitz, second McDonough to adjourn, motion approved.

Meeting adjourned at 5:41pm.