

# Beaver Island Rural Health Center Board of Directors

37304 Kings Hwy Beaver Island, MI 49782

## Special Meeting Minutes

July 15th, 2022

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

Meeting called to order at **4:05PM** by D'Andraia.

### Board Members Present:

Frank D'Andraia, President and Acting Secretary/Treasurer

Diane McDonough, Vice President

Lori Taylor-Blitz

Donna Kubic

Connie Wojan

### Board Members Absent:

Laurence Birch

Vicki Matella Smith

Kellie Sopczynski Leslie

Visser.

Also present was Ann Partridge, BIRHC Managing Director and Nicole Leigh Shepardson, BIRHC Services Coordinator and Acting Assistant Secretary.

Seated in the public area: Chirs McGee and Amanda McGee.

MOTION Lori Taylor-Blitz, second Connie Wojan, to approve the Minutes for April 22, 2022.

Roll Call Vote:

YES D'Andraia, Taylor-Blitz, Kubic, McDonough, and Connie Wojan NO:

None.

ABSENT: Birch, Smith, Sopczynski, and Visser.

MOTION APPROVED

MOTION Donna Kubic, second Lori Taylor-Blitz, to approve the General Ledger for April, May & June.

Roll Call Vote:

YES D'Andraia, Taylor-Blitz, Kubic, McDonough, and Connie Wojan

NO: None

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

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

MOTION Ann Partridge, second Donna Kubic, to Approve Authorization of one Staff Salary Adjustment as Recommended by the Managing Director.

Roll Call Vote:

YES: D'Andraia, Taylor-Blitz, Kubic, McDonough, and Wojan.

NO: None.

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

MOTION Connie Wojan, second Donna Kubic, to Approve the Draft Budget for FY 2022/23 scheduled for submission to townships.

Roll Call Vote:

YES D'Andraia, Taylor-Blitz, Kubic, McDonough, and Wojan

NO: None

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

Acting Treasurer, Frank D'Andraia, provided his report to the Board.

MOTION Donna Kubic, second Connie Wojan, to Accept the Audit Report prepared and presented by Maner Costerisan.

Roll Call Vote:

YES D'Andraia, Taylor-Blitz, Kubic, and Wojan

NO: None

ABSTAIN: McDonough

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

MOTION Lori Taylor-Blitz, second Donna Kubic, to Approve the Draft Operating Reserve Policy prepared by the Treasurer.

Roll Call Vote:

YES D'Andraia, Taylor-Blitz, Kubic, McDonough, and Wojan

NO: None

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

MOTION Lori Taylor-Blitz, second Donna Kubic, to Approve the Election of Leslie Visser as Treasurer.

Roll Call Vote :

YES D'Andraia, Taylor-Blitz, Kubic, McDonough, and Wojan

NO: None

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

RESOLUTION ADOPTED #9 of 2022

Offered by Lori Taylor-Blitz and supported by Diane McDonough. Charlevoix State Bank, 103 State St., Charlevoix, MI 49720-3304; 4Front Credit Union, 1031 May St, Charlevoix, MI 49720, Huntington Bank Charlevoix, 201 State St, Charlevoix, MI 49720, and the TIAA Bank, TIAA Bank, 501 Riverside Avenue, Jacksonville, FL 32202: Resolve to authorize Leslie Visser, newly elected Treasurer of the BIRHC Board, to act as an authorized fiduciary agent on behalf of the Beaver Island Rural Health Center. The effective date of this authorization is July 15, 2022. Further the Board authorized the removal of Carla Martin, former Secretary of the BIRHC Board, as an authorized representative as she has resigned.

Roll Call Vote :

YES D'Andraia, Taylor-Blitz, Kubic, McDonough, and Wojan

NO: None

ABSENT: Birch, Smith, Sopczynski, and Visser

RESOLUTION ADOPTED

Chair, Building Maintenance Committee, Frank D'Andraia, provided his report to the Board.

MOTION Diane McDonough, second Lori Taylor-Blitz, 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 repair, clean and restain the wood shingles of the Health Center and complete said work NLT 1 November 2022, with a project cost of \$29,410.70.

Roll Call Vote :

YES D'Andraia, Taylor-Blitz, Kubic, McDonough, and Wojan

NO: None

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

Chair Ad Hoc Committee on Board Attendance Policy, Connie Wojan, provided her report to the Board.

MOTION Lori Taylor-Blitz, second Donna Kubic, to Approval/Adoption of a Board Attendance Policy

Roll Call Vote:

YES D'Andraia, Taylor-Blitz, Kubic, and Wojan

NO: McDonough

ABSENT: Birch, Smith, Sopczynski, and Visser

MOTION APPROVED

Public Comment: There was no public comment.

MOTION Frank D'Andraia, second Donna Kubic, to adjourn, motion approved.

Meeting adjourned at **6:30PM.**