

**ROCKY MOUNTAIN RURAL HEALTH**  
**BOARD OF DIRECTORS**  
**January 19, 2011**  
**Annual Meeting**

BOARD OF DIRECTORS: JoAn Nall, Denny Nall, Carmela Schweer, Jennifer Witzak, Diane Ambrose, Dale Fitting, Betty Redmond, Robin Phillips

MEMBERS: Dr. Kathy Fitting

EMPLOYEES:

GUESTS:

A quorum was established and President JoAn Nall called the meeting to order at 5:35.

The agenda was approved with one change. This change was to move the Audit Recommendations to a topic to be covered by an e-mail to the board.

Minutes from December 2010 were approved.

**NOMINATING COMMITTEE REPORT**

Carmela Schweer reported that four people had submitted a Letter of Intent expressing an interest in joining or continuing to serve on the board of Rocky Mountain Rural Health. These people were: Diane Ambrose, Dale Fitting, Tracie Hulbert and Robin Phillips. Carmela led the board discussion about and voting related to board member selections. Each of the people submitting a Letter of Intent was accepted as a board member.

Diane Ambrose led the discussion and voting for 2011 board officers. The officers selected were: JoAn Nall - President, Betty Redmond - Vice President, Diane Ambrose - Secretary and Jennifer Witzak - Treasurer.

The board approved a motion that the following people will be authorized signers on the bank signature card: JoAn Nall, Betty Redmond, Jennifer Witzak, Diane Ambrose and Jennie Gannon.

**TREASURER'S REPORT**

The board approved the Treasurer's Report for December, 2010.

A tentative budget for 2011 was presented. JoAn Nall asked each member to carefully review the tentative budget and to provide suggestions for changes before the February monthly meeting. The 2011 budget will be presented for board approval at that meeting. Diane Ambrose asked the board to carefully review the stretch funding raising included in the budget. Diane and JoAn both emphasized that approving the budget as it stands would also mean that the board commits to doing the additional fund raising efforts reflected in the budget.

The board created a Finance Committee. This committee will assist the Treasurer in researching and resolving finance-related issues. The members of this committee will be: Jennifer Witzak, Dale Fitting, Carmela Schweer and Diane Ambrose. Jennifer Witzak will chair this committee.

**COMMITTEE REPORTS**

❖ **Oversight Committee**-Hans, Betty and JoAn met with Jennie. They discussed the need for one grant spreadsheet for each grant. These sheets will provide information about the total amount of the grant, the amount spent to-date and the amount remaining. This information will help the board better direct the use of grant resources. The oversight committee also provided a notebook to each board member to help board members organize their RMRH materials.

❖ **Families in Crisis**

Dr. Fitting provided a read-out on two families that the Families in Crisis fund assisted in December. In each case, contributions of about 500 dollars helped meet very serious health-related needs. Dr. Fitting brought another person in need of additional support to the board's attention. Dr. Fitting and Robin Phillips will work together to determine the best ways to assist this person.

❖ **Clinic Update**

Dr. Fitting reported that the pink eye and strep throat visits have greatly decreased. However, there have been many visits from people with the flu, so the clinic remains very busy.

Dr. Fitting said that the digital radiography equipment has been a wonderful addition to the clinic's diagnostic tools. Now much better diagnostic information is available sooner.

The clinic is now ready to use the new cholesterol testing equipment. This equipment will improve the access to important cholesterol testing for people with no or limited insurance.

❖ **Grants**

The board appointed a Grant Committee. The members of this committee will be: Betty Redmond (Chairperson), Hans van Baal, Denny Nall, Robin Phillips and Diane Ambrose.

The board reviewed the grant spreadsheets that Jennie provided. There was one spreadsheet for each grant.

A suggestion was made to put a clipboard with a time sheet in the office. This would help board members to better record their time. Diane reported that while some board members did an excellent job of reporting volunteer hours. Other board members and volunteers have not been fully reporting their RMRH volunteer time. This probably has led to the underreporting of volunteer time by several hundred hours. The reporting of volunteer hours is an important part of our grant requests. All board members and volunteers are asked to carefully report all RMRH volunteer hours.

❖ **Program Manager**

The board reviewed Jennie's report. The report was much appreciated because it gave the board a better understanding of the work that Jennie is currently doing.

❖ **Bricks**

No additional brick sales were reported. The group discussed the possibility of conducting a new brick donation drive in the spring.

❖ **Fire escape**

We now have engineer stamped drawings for the fire escape. Dale will begin the process of getting bids.

## **UNFINISHED BUSINESS**

### **Treasurer Position**

The board is pleased to have a new Treasurer-Jennifer Witzak.

### **ESRI Software**

The first meeting of the RMRH GIS team will be in January.

### **Background Checks**

Diane reported that they have contacted the background check company used by the Colorado East bank. Additional information is being sent by the company. Five hundred dollars is budgeted for background checks in the tentative 2011 budget.

## **NEW BUSINESS**

### **New Nurse/ways to cover grant commitments**

Robin will create an ad for a new nurse. We will look at the options of having this nurse work as a part-time employee and on a by project basis.

## **ANNOUNCEMENTS**

It was announced that the Boy's and Girl's Club will host their annual Chilli Cookoff fund raiser in a few weeks.

The next monthly board meeting is scheduled for February 16th. There will be two additional board meetings in February. On February 2nd, the board will meet with Kathy Nicholls. Kathy has expressed an interest in supporting the board-possibly as an executive director. On February 22, the board will meet with Susan Hill from the Colorado Health Foundation and Dr. Westfall, Associate Dean for Rural Health at the University of Colorado Denver School of Medicine. We will discuss possible additional avenues of support for RMRH and the SPMG.

President JoAn Nall adjourned the meeting at 7:07 p.m.