

**ROCKY MOUNTAIN RURAL HEALTH
BOARD OF DIRECTORS MEETING
March 16, 2011**

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

MEMBERS: Dr. Kathy Fitting

EMPLOYEES:

GUESTS: Vicky Dinges, Yvonne van Baal

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

The agenda was reviewed and amended.

JoAn reminded everyone that a proxy form for a specific meeting must be submitted prior to the missed meeting to be valid.

Minutes from February, 2011 annual meeting were approved.

TREASURER'S REPORT

The Treasurer's Reports for February and March were approved.

Diane requested that we review the amount of money in the Families in Crisis Fund. The numbers on the new spreadsheet seemed to be different than the amounts reported in an earlier e-mail.

Jennifer reported that she will be taking a two day course in Quickbooks. JoAn informed the board that she approved this expense since it was less than 500 dollars and we had grant funding for the course. The board agreed with JoAn and Jennifer that Jennifer attending this class would be good for RMRH.

It was reported that the office cleaning contract was renegotiated. Cleaning will now be done every other week. This will reduce the costs for this service.

Discussion about an Executive Director

The board reaffirmed its desire to hire an Executive Director. The board reviewed the Executive Director job description that Tracie created. Board members will report any suggested changes and additions to JoAn before our next board meeting.

Discussion about the fire escape

Dale said that the fire escape will have metal stairs. He is still waiting to get bids back. He is hoping that work will start in April.

COMMITTEE REPORTS

- ❖ **Oversight Committee**-The Oversight Committee did not meet with Jennie this month because of conflicting schedules. They will meet with Jennie next month. The executive board did have a meeting. One of the improvements to be instituted is to have a packet with all of the materials needed for the monthly meeting e-mailed to board members in advance of the meeting.
- ❖ **Families in Crisis**
Dr. Fitting had no new people to bring to the board for the Families in Crisis fund. She reported that the support of patients with the Families in Crisis Fund has additional positive benefits. An oncologist has recently donated over 10 thousand dollars of services to one of our patients after learning of the support that the Families in Crisis Fund has provided to this person.
- ❖ **Fund Raising**
Based on suggestions from several members of the board, the board agreed to wait to have any fund raisers until at least after taxes are paid. There was a discussion about possibly waiting until after Burro Days. Diane expressed a concern that waiting so long may not give us time to meet our budgeted fund raising goals.
- ❖ **Clinic Update**
Dr. Fitting reported that the clinic has been staying very busy. The number of people signing up for CMAP has been increasing. SPMG is continuing to look at new ways to increase clinic capacity and to obtain additional financial support.

The new staff members have been a great addition to the clinic. They have quickly integrated into the clinic. They are enthusiastic and hard working.

Dr. Fitting said that the digital radiography equipment is being used a great deal. The istat for in-house lab work is also being used a lot. The clinic is being reimbursed by lab work done with istat.
- ❖ **Grants**
Two representatives from El Pomar met with JoAn, Carmella and Dr. Fitting to give RMRH an additional 2, 500 dollars to be used for youth-related medical services. Additionally they said that we could also use any difference between the earlier 20 thousand dollar grant and the cost of the dental program on other RMRH youth health programs.

The grant committee will review all grant proposals before they are acted on.

The grant committee has made great strides on providing a structure to grant administration. This will help ensure we remain on target on meeting grant-related commitments.
- ❖ **Program Manager**
The board reviewed Jennie's report.
- ❖ **Bricks and Mortar**
Landscape work will start in April or May-depending on the weather.

UNFINISHED BUSINESS

- ❖ **Bylaws**

A motion was made and passed to amend the bylaws to state that any check over 500 dollars is required to have two signatures and that no checks will be issued until they have been reviewed by the Financial Director and/or a member of the executive committee.

❖ **CMAP administration payments to RMRH**

A motion was made and passed to discontinue the receipt of the 10% CMAP administration fee from SPMG. Jennifer will reflect this change in the budget.

❖ **Community Health Nurse**

A motion was made and approved to offer the Community Health Nurse position to Allysha Moore. She will start immediately but continued employment is based on a successful background check.

President JoAn Nall adjourned the meeting at 7:47 p.m.