

**ROCKY MOUNTAIN RURAL HEALTH  
BOARD OF DIRECTORS MEETING  
May 18, 2011**

BOARD OF DIRECTORS: JoAn Nall, BettyRedmond, Jennifer Witzak, Dale Fitting, Denny Nall, Tracie Hulbert, John Mach  
PROXIES: Hans van Baal, Diane Ambrose  
MEMBERS: Dr. Kathy Fitting  
EMPLOYEES: Karen Fitzpatrick, Ex. Dir.

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

The agenda was reviewed and approved with one addition.

Minutes from April 20, 2011 were approved with three corrections. Under Treasurer's Report, fourth paragraph the word "financial" inserted before the word report; under Bylaws in the third sentence, it should read March instead of match; under Fire Escape the last word of the paragraph should be approved instead of approve.

On behalf of the Board of Directors of RMRH, President Nall welcomed our new Executive Director, Karen Fitzpatrick and how happy we were to have her as part of our organization. Karen expressed how excited she was to have this new challenge.

DIRECTOR'S REPORT: Karen brings 25 years of experience working with non-for-profit organizations and was glad to be with RMRH to continue our mission and lead the building our programs into the future. She is looking forward to working with Allysha Moore, Medical Assistant/Education Coordinator – both are new employees and looking forward to working together. Karen informed the board that the position of Program Manager had been eliminated, as she would be taking over most of those duties.

Karen had attended a Komen Foundation meeting and had enjoyed meeting the people she would be working with at the foundation. The participants of the meeting were informed that Colorado Women's Wellness could be defunded up to 50% in the new funding cycle. They were advised not to make plans as if current funding will carry on, however, anyone who needs treatment will still be treated. Their funding may change to a critical support system.

Karen said her former employer is moving to a new building and gave us some furniture that is in excellent condition. Plans were made to pick up the furniture and move it to RMRH offices on June 2<sup>nd</sup>, 2011.

Karen had discussed the new fire escape with Dale Fitting. Karen has experience working with fire departments and did some investigation into escape ladders. Found an excellent ladder for a 3 story building - \$109.66.

MOTION: Order two fire escape ladders for 3-story building. Motion approved.

TREASURER'S REPORT: Karen and Jennifer are working with QuickBooks. Financial reports discussed.

MOTION: To approve Treasurer's Report. Motion approved

AMENDMENT TO BY-LAWS: Tabled until next month's meeting.

The BOD decided Karen can sign a check with only her signature up to \$1500, any amount over requires two signatures. Jennifer had information on a debit card with a limit of \$1,000 a day and no ATM access. Discussion followed.

MOTION: JoAn Nall, President; Betty Redmond, Vice President; Jennifer Witzak, Treasurer and Karen Fitzpatrick, Executive Director only, may sign checks on both RMRH accounts, two signatures are required on sums over \$1500. If transferring money between regular checking account and money market account, only one signature is required. Motion approved.

MOTION: Get a debit card for Karen's use of organizations expense, with a limit of \$1,000 per day and no ATM access. Motion approved.

QUICKBOOKS NON-PROFIT TRAINING CD AND PAYROLL SOFTWARE –  
Not needed.

JULY 29<sup>TH</sup> BEACH MUSIC: The items we will sell at our booth will be: hot dogs & brats, chips, water, soda's, beer, wine, ice cream and cookies. Dale will attend a meeting on Thursday, May 19<sup>th</sup> with the City of Fairplay to find out all the details.

AUDIT REVIEW: Audit is being done by John Cutler & Associates. A draft was sent asking for our approval, no one from the audit office came to explain the document. The board felt we were not well enough informed to make a decision for approval and did not wish to pay the bill until all were satisfied. Karen will take the document to Kevin Smith for his opinion and get back to the board with his recommendations.

#### COMMITTEE REPORTS

FAMILIES IN CRISIS: Dr. Fitting reported a patient with a severe problem with her shoulder, which requires surgery. The patient is unable to work with this condition and has no insurance. Dr. Fitting contacted an orthopedic surgeon who will discount the surgery to \$1,000 and she is working with the hospital to see if they will discount their services. Dr. Fitting requested a match of \$1,000 for this service.

MOTION: \$1,000 to be used for patient doctor just described. Motion approved.  
The clinic will purchase 6 pair of diabetic socks for a patient in need. Families in Crisis will reimburse them later.

FUND RAISING: Music festival on July 20<sup>th</sup>. Burro Days BBQ – Jean Ashby has plans in place, will discuss more later.

GRANT COMMITTEE: Committee did not meet this month to give Karen a chance to get familiar with all the grants. Colorado Health Foundation meeting on Friday, May 20<sup>th</sup> at 10:30 AM, to meet with Karen and whoever from the board that can attend.

BRICK & MOTAR: John will temporarily lay the bricks we have. When Hans returns from vacation he will spearhead the landscaping of the front yard. JoAn Nall reported we have had a \$5,000 donation to help with the landscaping.

CLINIC REPORT: Dr. Fitting reported a good quarter; she was able to give a bonus to her employees.

The Employment Agreement for Karen Fitzpatrick, Executive Director, was discussed. Tracie Hulbert and JoAn Nall had met with Karen and discussed her compensation. The board felt they did not have enough information to discuss a benefits package. JoAn will look into different items and report back to the board. Tracie offered to head up a committee to look into this.

Next scheduled BOD meeting is June 15th, 2011.

President JoAn Nall adjourned the meeting at 8:30 PM