

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

Location: Cardigan Mt. School

August 8, 2016

Peter Thurber presiding

In attendance:

Voting Directors - Scott Berry, Barry Clause, Lori Dacier, Barbara Dolyak, John Dow, Tim Jennings, Sean Murphy, Mary Paquette, Curtis Payne, Alice Schori, Peter Thurber

Ex - Officio Directors –Michael Paine, Mike Samson

Interested community members – Christopher Partain, Denis Salvail

Not in attendance - Carolyn Barney, Dale Barney, David Beaufait, Karen Gray, Gili Lushkov, Ed McGee, Jim Spaulding

Minutes

John Dow moved to approve minutes from June 27, 2016; June 30, 2016; and July 11, 2016 as amended. Second by Mary Paquette.

Unanimously approved.

Committee Report Summaries

Finance

Mary Paquette reports finances this month are complete. All deposits and checks have been made/returned. The Balance Sheet reflects a total of \$60,350.14 in our checking account. Profit & Loss shows a net income of \$45,482.02. At this point donations have ceased. We have construction costs that have not been paid yet. This is due to waiting on USDA for payment. Mike Samson reports USDA will send in payments within the next week for the first 2 requisitions. The third requisition is still in the works. Barry Clause moved to approve the finance reports. Second by Lori Dacier. Unanimously approved.

Construction/Building

John Dow reports the foundation walls are all in. The crew will be back-filling and framing soon. A new well has been drilled and installed. The drill depth was 150 feet and the flow rate is 50 gallons per minute. Tim Jennings reports we will be sending out budget/expense statements in real time. We anticipate sending the reports out bi-monthly. As of right now, there is not a big contingency for unknown expenses, but this could change throughout the project. The contingency is currently \$47,809.00. Two pressing issues we have include deciding the IT infrastructure as well as keyless access to the building. John Dow reports there will be an onsite meeting this week.

Technology/Equipment

Peter Thurber reports at this moment three main items are being addressed: equipment list reconciliation, procurement process development, and construction requests. Right now under construction requests our main concerns are technology infrastructure, radiology shielding, and dental equipment selection and placement. The committee is meeting weekly and sometimes biweekly to address all concerns.

Recruitment

Scott Berry reports we are staffing the committee currently. No major updates at this time.

Operations

Scott Berry reports we have a rough organization chart for the clinic. This is mainly to create structure and encourage feedback. For the committees listed on the organization chart, we ask the committees to review the duties and update them where appropriate. Right now there are 8 standing/functioning committees. Membership on committees suggests a minimum of 3 members, but limited to 5 total. Our charter shows 24 board spots, and this currently means board members will have to serve on multiple committees. Also we have subcommittees, which non-board members can serve on. These committees are task oriented and are opened and closed as necessary. All work done by these committees will be reported back to the full board. With the handout, feedback should be sent in within the next week. The committees we feel are necessary to activate at this time are finance, nominating, executive, and development due to the immediacy of decisions that have to be made. Ammonoosuc has agreed to share their committee and operational policies with us so we have a template to go by.

Other business

Peter Thurber reports the Board of Director's Standing Committee Interest Sheet should be filled out and returned no later than August 14, 2016. We would like to update our voting process for nominating board members. Dale Barney and Mike Samson have expressed their interest in becoming voting board members. Retreat date is set for September 10, 2016 from 8:30am to 12:30pm. Location is to be determined. Intention of board retreat is to focus on developing vision, mission, and regulatory strategies as we move forward.

Lori Dacier moved to adjourn meeting. Second by Tim Jennings. Unanimously approved.

Respectfully submitted by
Lori Dacier, Secretary