

**North Country Health Consortium
Board of Directors Meeting
November 16, 2018
1:00 p.m. – 2:30 p.m.**

Present: Sharon Beaty, Mike Counter, Suzanne Gaetjens-Oleson, Michael Lee, Tara MacKillop, Rev. Curtis Metzger, Lars Nielson MD, Jeanne Robillard, Jarrett Stern, Ed Shanshala, Karen Woods,

Staff: Nancy Frank, Colleen Gingue, Karen Hoyt

Meeting called to order at 1:03 by Ed Shanshala

Consent Agenda

- October 12, 2018 Board Meeting Minutes

Rev Curtis Metzger made motion to accept the Consent Agenda.

Karen Wood seconded the motion.

Motion passed unanimously.

Financials

- Michael Counter and Colleen Gingue presented the new reporting format
- Still working on issues collecting insurance claims from November 2017 to April 2018

Lars Nielson made a motion to approve September 2018 Financials and the FY 2019 Budget.

Karen Wood seconded the motion.

Motion passed unanimously.

- Line of Credit in the amount of \$500,000 as a safety net was discussed.

Suzanne Gaetjens-Oleson a motion to obtain the line of credit.

Jarrett Stern seconded the motion.

Motion passed unanimously.

- Check Approval Process
Currently, Nancy has approval to sign checks up to \$10,000. Proposing to raise that amount to \$25,000. This will help with efficiency when paying bills.

Karen Woods made the motion to change the policy procedure for check approval up to \$25,000.

Lars Nielson seconded the motion.

Motion passed unanimously.

Nominating Committee

The nomination committee brought forth the following slate of officers:

- President – Ed Shanshala
- Vice President – Rev. Curtis Metzger
- Treasurer – Michael Counter

- Secretary – Nancy Bishop

Sharon Beaty made a motion to elect the slate of offices.

Suzanne Gaetjens-Oleson seconded the motion.

Motion passed unanimously.

Appoint Finance Committee

- Discussion was made to appoint people to the Finance Committee. This committee will meet once a month the Tuesday before Board Meetings. Meetings will be via phone at 8:30 a.m. The following directors volunteered to be on the committee:
 - Sharon Beaty
 - Mike Counter
 - Ed ShanshalaOthers can be added at a later time.
- Also discussed was the possibility of needing additional committees such as a Quality Committee.

Bank Resolutions

The following resolutions were discussed

The Board resolves that effective November 16, 2018 the agents to sign at Mascoma Savings Bank will be Nancy Frank, Ed Shanshala, Rev. Curtis Metzger, Nancy Bishop and Michael Counter.

Suzanne Gaetjens-Oleson made a motion to approve the bank resolution for Mascoma Bank.

Karen Woods seconded the motion.

Motion passed unanimously.

The Board resolves that effective November 16, 2018 the agents to sign at Passumpsic Savings Bank will be Nancy Frank, Ed Shanshala, Rev. Curtis Metzger, Michael Counter and Nancy Bishop.

Suzanne Gaetjens-Oleson made a motion to approve the bank resolution for Passumpsic Savings Bank.

Karen Woods seconded the motion.

Motion passed unanimously.

New Grant Opportunity

- **HRSA: Advanced Nursing Education Workforce Program**

Board discussed if the region has the ability to support this program.

Karen Woods made motion to explore the grant feasibility.

Lars Nielson seconded the motion.

Motion passed unanimously.

Conflict of Interest Forms

Conflict of Interest Forms will be handed out at the next Board Meeting.

