

## **Mascoma Community Healthcare**

### **Minutes of the meeting of the Board of Directors**

**Location: Cardigan Mt. School**

January 11, 2016

Dale Barney presiding

In attendance:

Voting Directors - Carolyn Barney, Dale Barney, Scott Berry, Barry Clause, Lori Dacier, Tim Jennings, Gili Lushkov, Mary Paquette, Alice Schori, Jim Spaulding, Peter Thurber

Ex - officio Directors - David Beaufait, Michael Paine, Mike Samson

Interested community members - Ben Harris, Gordon Knapp, Janice Knapp, Christopher Partain, Terry Powers, David Reynolds, Denis Salvail, Philip Salvail,

Not in attendance - Barbara Dolyak, John Dow, Karen Gray, Ed McGee, Sean Murphy, Curtis Payne, Linda Von Reyn

#### **Approval of Minutes -**

Minutes from December 14, 2015 meeting were approved. Berry moved to accept minutes. Paquette seconded the motion. Motion carried with none opposed. Minutes from December 14, 2015 executive session were approved pending spelling correction. Berry moved to accept minutes, Dacier seconded motion. Motion carried with none opposed.

#### **Committee Report Summaries -**

**Finance** Committee (Paquette reporting) – Donations will be reclassified. In the reconciliation detail of the checking account deposits of ~ \$16,000.00 were made. Ending balance in checking account is \$51,559.14. Balance sheet shows thru January 10, 2016. Only one small invoice dated for December 31, 2015 and that was for lot line adjustment. Profit & Loss shows donations reclassified as Contributions: 501(c) (3) – institutional donations, private donations – in memoriam, private donations – other. Altogether donations for this fiscal year are \$123, 073.35. Profit & Loss Budget vs. Actual shows net income totaling \$108,299.69. We are a little behind collecting money. At this time net income is just \$90,000.00 short of what we anticipated. Thurber moved to accept financial statements as reported. Clause seconded the motion. Motion carried with none opposed.

**Construction/Building** – (Samson reporting) – 3-4 groups are working on land purchase at this time. Lawyers on both sides are ready. On Putnam's end there is a problem getting a release for current mortgage on portion of lot. Still waiting on lawyers to clear up issues concerning protective covenants. There was an issue with original deed, which is not a big deal. Either we will redo first page with correct citation and everyone initial and re-notarize. On the other hand, the title company believed an affidavit could be done as a solution. The bank wants a list on the donors for verification of our funds for the bridge loan and line of credit. I will see if there is a way to work around submitting this list due to the concerns that have been voiced. As for purchase of sale agreement, everyone is on board for renewal until end of the month. Thurber moved to authorize extension on purchase of sale agreement. Berry seconded motion. Motion passed with none opposed. With regard to the bidding process, we are allowed to go forward, but we cannot sign a contract. Currently, the contract is tentatively set to be signed no later than March 2016 to allow 30 days for mobilization. We can get site ready with volunteers prior to 30-day mobilization to expedite process. Bid documents are good for up to ~90 days. Thurber moved to go out for bid January 19, 2016 and have a turnaround time of 30 days. Dacier seconded motion. Motion carried with none opposed. There was a review of the contractor in question and the information obtained was sufficient. (Thurber reporting) – The building committee was told cash reserves were much deeper than initially reported and was deemed acceptable. Information obtained from that organization is being formalized in writing. Upon final clarification of information, we will go ahead with plans as established. Berry moved that the board empower building committee to make final decision on who is given bid documents and document the decision. Thurber seconded motion. Motion carried with none opposed.

**Fundraising** committee - (Barney, C. reporting) - We are currently waiting on replies from major donors. A function will be planned once the land is purchased to increase community interest. (Samson reporting) – In terms of larger corporations, we are still waiting to hear back from them. They should be contacting us through the email so we must check that regularly. For the large corporations we need to have at least half be awarded. Next round for grant applications is Chroma Millman, Keene Medical, Nova Nordisk, and Walmart will be going out soon. Currently to meet requirements for USDA I have figured we need the following: \$365,000.00 from grants and gifts in hand, \$107, 000.00 from Corporate at 50%, \$25,000.00 from individuals at large, and \$130,000.00 for line of credit. There is \$30,000.00 in pledges coming in the next few weeks. We need to do a follow-up mailing and some press releases to gain more support. Jennings is planning on talking to employers in the area to see if they are interested in utilizing the center for their health care needs. (Jennings reporting) – There is a page I want to bring to employers to inform them about the health center. I would also like acquire basic information about the company pertaining to

current insurance costs, number of employees, etc. Also this is a way to ask individual companies if they are interested in making donations. I will not go to a big employer without Samson with me.

**Staffing** committee - (Berry reporting) – There are 4 behavioral health specialists, 2 clinic managers, a dentist, and a nurse who is well trained. People are excited about participating in the Mascoma Community Health Center. USDA recognizes that contracts in place before bid was not plausible, but they are ok with what we have submitted thus far. I am submitting information to Mark on a rolling basis. Criteria should be met before end of month. When we break ground, we will start process of interviewing interested individuals.

**Other business -**

(Beaufait reporting) - Town voting and school meetings are around the corner and I think that members could talk to appropriate authorities about setting up an informational display in each town to get more exposure. (Samson reporting) – If you need materials to setup, I can put the items together.

Thurber moved to adjourn meeting. Motion seconded Paquette.