

Mascoma Community Healthcare
Board of Directors Meeting
Mascoma Community Health Center
June 11, 2018

APPROVED MINUTES

In attendance: Voting Directors: Dale Barney (chair), Kris Briand, Barbara Dolyak (via phone) Tim Jennings, Ashleigh King, Mary Paquette (treasurer), Christopher Partain, Curtis Payne, Denis Salvail, Mike Samson, Louis Shelzi, Alice Schori, Karen Wolk. Not Attending: Scott Berry, Sean Murphy, Michael Paine, Peter Thurber, Andrew Ware. Staff: Donna Ransmeier; Bruce Shinn community attendee. Recorder: Roger Lohr.

1. Call to Order

Chair Dale Barney called the meeting to order at 7:01 PM.

2. Minutes Approval

Shelzi moved to approve the Mascoma Community Health Center Board meeting minutes for May 14, 2018 as submitted and amended, seconded by Schori. Approved 13-0-0. The change to the document was the spelling of Ashleigh.

Samson moved to approve the Mascoma Community Health Center Board Annual meeting minutes for May 5, 2018 as submitted and amended, seconded by Briand. Approved 12-0-1 (Schori abstained). The change is the spelling of Shelzi.

3. MCHC and Committee Report Summaries

A. Clinical Director Report

There are 1,636 patients at MCHC as of June 11, 2018. The new LNA Diane Hackerman began this week and a new PA will begin on June 25. MCHC is looking to fill a dental receptionist position.

B. Finance Committee

Finance Committee documents were distributed to the Board. Mike Samson stated that last month there were 514 patients served with 624 visits during May. There were 240 first time dental patients in May.

The revenue and cash situation was reviewed and there is a shortfall on cash due to some overdue payments from the Family Planning program and Medicaid. Additionally there were three pay periods in May (four in a five week period). It is expected that the operational loss will be further reduced in June without counting the debt service.

The accounts receivable amount continues to grow because the number of patients and visits is growing. A larger line of credit will be acquired soon. The accounts receivable is \$270,000 and closing on a \$300,000 line of credit is expected soon. There will be a plea for Board members to help with personal contributions to help MCHC meet financial obligations in June.

Partain moved to accept the Finance Committee Report, seconded by Schori. All voting attendees approved.

C. Development Committee

The written Development Committee report was distributed to the Board and Tim Jennings announced that Joy Clancy has volunteered for communication and marketing. There is still the position for the volunteer coordinator to be filled. The Donor Snap software for tracking donors was purchased. A free presentation about the opioid crisis is scheduled to be held in Enfield on June 13 and a one year anniversary celebration is scheduled for August 5 with food and music. The celebration will not have a political focus. The Board congratulated Ashleigh King for completing her Masters program.

D. Physical Plant & Equipment Committee

The Physical Plant & Equipment Committee report included discussion about visits by a bear in the dumpster. The fiber optic is done and is expected to work soon.

E. Other Business

The financial dashboard will be set up for the next Board meeting. The Board discussed responses to questions about DHMC employee insurance coverage for MCHC services and this is being worked on. The MCHC dental services are currently covered for the DHMC insurance plan.

4. Executive Session

Shelzi moved to enter Executive Session, seconded by Partain. All voting attendees approved.

The Board recessed and entered Executive Session at 7:44 PM.

The Board meeting was reconvened at 8:47 PM

5. Adjournment

Salvail moved to adjourn the meeting, seconded by Partain. All voting attendees approved.

The meeting was adjourned at 8:52 PM.