

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

Dale Barney presiding

January 12, 2015

Canaan Hall

In attendance:

Voting Directors – Carolyn Barney, Scott Berry, Barry Clause, Barbara Dolyak, John Dow, Gili Lushkov, Mary Paquette, Jim Spaulding, Pete Thurber; new tonight Lori Dacier

Ex-officio Directors – Dale Barney, David Beaufait, Michael Paine, Mike Samson, Alice Schori

Not in attendance – Karen Gray, Ed McGee, Sean Murphy

Excused – Barbara Birdsey, Linda Von Reyn

Interested community members – Ben Harris, Russell Lester, Jon Putnam, Denis Salvail, Philip Salvail

Approval of Minutes –

Minutes of the December 8th meeting were approved. (Motion made by Dow, seconded by Paquette.)

Committee Report Summaries –

Finance committee (Paquette and Samson reporting) – Balance sheet as of 1/9/15, profit and loss (4/1/14-1/9/15), and checking account reconciliation detail (month ending 12/14/14) were shown and copies are filed with these minutes. As previously requested, Samson presented lists of all donations from 2013 and 2014 and expenses through 12/3/14. Paquette has records of expenses paid after 12/3. Board approval of expenses over \$500 was granted: \$687.50 for dental clinic plan review (motion by Paquette, seconded by C. Barney) and \$580 for the sign on the future building site (motion by Dow, seconded by Dolyak). After much discussion, a motion was approved to ask the Finance committee to bring to the next board meeting a proposal to establish a policy for approvals and pre-approvals (and at what levels) of expenses. (Motion made by Berry, seconded by Lushkov.) We are still awaiting a decision about 501(c)3 status.

Building lot issues (Samson reporting) – An addendum granting a time extension to the P&S for the building lot was approved with a minor change to the property line defining Lot 45-3 and authorizing D. Barney to sign it. (Motion made by Dow, seconded by Paquette.) A form granting “Release from Declaration of Protective Covenants” was presented by Samson. The form will need to be signed by 11 affected property owners before we can proceed with purchase. Several minor changes were suggested concerning retail sales related to health care, clarifications about lighting, consultation with affected landowners regarding shrub placement, and mention of construction noise. Approval was granted to use the form with the discussed revisions as approved by a sub-committee meeting with Samson, John Dow and Scott Berry (and any other interested Directors). (Motion made by Dow, seconded by D. Barney.) Revised form is filed with these minutes.

Election of new board member – Lori Dacier, MPH, from Grafton, former director of the Mascoma Valley Health Initiative, recruited by C. Barney, was approved as a new board member. (Motion made by Paine, seconded by Thurber.)

Fundraising committee (Samson reporting) – An outline of funding options (USDA, Sustainable Energy Funding Program, and Lake Sunapee Bank) was presented and explained. In any case, we need to raise another \$100K-\$150K. Decisions by major funders for each option are pending within 3 weeks to 3 months.

Building committee (Dow reporting) – meetings with the architect and the cost estimator have not yet achieved the goal of bringing the cost per square foot down to \$200. Some changes may be necessary to streamline access for the dental clinic. The possibility of going with other funding options is still under consideration. Further action is on hold until funding issues have been clarified.

Equipment committee – Thurber presented the latest equipment list.

Communications committee (Berry reporting) – The sign is up on the building lot. Lists of pledges and survey results were presented. The Valley News published an article about donations for the clinic. Beaufait suggests having an information table at the school district meeting.

Other Business –

The board expresses thanks to Jon Putnam for making it possible for the project to move forward with his generous land deal and concessions.

Motion to adjourn was made by Dow, seconded by C. Barney.

Next Meeting –

Monday, February 9, 2015, 7pm, at Canaan Hall (?).

Respectfully submitted,
Alice Schori, Secretary

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

February 11, 2015

Dale Barney presiding

by teleconference (because of bad weather on February 9th)

In attendance:

Voting Directors – Scott Berry, Barry Clause, John Dow, Gili Lushkov, Sean Murphy, Mary Paquette, Pete Thurber

Ex-officio Directors – Dale Barney, Mike Samson, Alice Schori

Not in attendance – David Beaufait, Karen Gray, Ed McGee, Michael Paine, Jim Spaulding

Excused – Carolyn Barney, Lori Dacier, Barbara Dolyak, Linda Von Reyn

Interested community members – Stripe Demarest, Philip Salvail

Approval of Minutes –

Minutes of the January 12th meeting were approved as presented. (Motion made by Dow, seconded by Clause.)

Committee Report Summaries –

Finance committee (Paquette reporting) – Balance sheet as of 2/8/15, profit and loss (4/1/14-2/8/15), and checking account reconciliation detail (month ending 1/13/14) were sent electronically and copies are filed with these minutes. Paquette clarified that monies listed as “undeposited funds” on the balance sheet have actually been deposited, and Murphy will review how checks received through the FAST Squad are being handled. Expenses represent payments to Horizon Engineering and for the sign. A check for \$1,000 has not yet been endorsed, so is not counted. Another wire payment of \$25,000 should be coming soon.

Payment of a bill from Orr & Reno (\$832.50) was approved. (Motion made by Dow, seconded by Berry.) This was related to our responses to questions from the IRS regarding 501(c)3 application (to prove that we are forming a community health center, not a hospital).

Lushkov requested projected expenditures for the next couple of months. Samson will send the most recent interim budget, prepared about 6 months ago, to Paquette so that she can bring such a list to the board for approval.

Paquette requested approval of proposed additional financial policies prepared by her and emailed to committee members for comment. After discussion, the policies were approved with the caveat that the finance committee is encouraged to meet, discuss, and if necessary refine the policies before the next board meeting. (Motion made by Paquette, seconded by Dow.)

The latest word on 501(c)3 status is that a decision is expected within a week.

Fundraising committee (Samson and Berry reporting) – A third-party feasibility report is required by USDA before we can go ahead with funding applications. A motion was approved to spend up to \$14,000 to have Tri-Net Health prepare this report. (Motion made by Dow, seconded by Thurber.)

Status of funding options – 1) Lake Sunapee Bank has declined to fund the project, finding it too risky. 2) The Gerngross option now appears unlikely, as they would not provide any of the base funding for the project, offering rather to contribute up to \$500K beyond that in order to make a “profound aesthetic statement”, using an architect of their choice. 3) To proceed with SEPF proposal, we need to come up with \$500K. CDFR tax credit money could be used, but it is a

competitive award. The Corporation for Independent Living (in CT) would guarantee the loan and participate as a partner to create a lease/purchase for us if the report from Tri-Net shows that the project is viable. We still need to raise more money. 4) For USDA we still need the Tri-Net analysis.

There is still a tremendous amount of paperwork to be done by Samson and Berry. A small group is needed to strategize funding options. Samson, Berry, and probably the fundraising, finance, and building committee chairs will come up with a list of people to work on a plan of action to bring back to the board.

Building committee (Samson reporting) – Clayman has been told that revisions to the site plan are needed, especially to deal with 1) criticism from the dental consultant and 2) dissatisfaction with angles/corners/roofline, set-back requirements, and price per square foot. After we reach consensus about what it should look like, he'll need 3-4 weeks to do this. Groundbreaking will not be possible until September or October.

A revised Release from Declaration of Protective Covenants was prepared by a small group in consultation with neighbors. The language of the new document was approved. (Motion made by Berry, seconded by Thurber.)

A motion was approved to spend up to \$10,000 for trees and bushes for visual screening and up to \$5,000 for additional wetland and storm water engineering required because of the size of the clinic. (Motion made by Berry, seconded by Thurber.)

Other Business –

The board expresses thanks to Samson and the building committee for the incredible amount of work they have done.

The board accepts Barbara Birdsey's resignation with regret and thanks her for her phenomenal efforts that gained us two new board members and at least 1000 pledges.

Motion to adjourn was made by Dow, seconded by ?

Next Meeting –

Monday, March 9, 2015, 7pm, at Canaan Hall.

Respectfully submitted,
Alice Schori, Secretary

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

March 9, 2015

Dale Barney presiding

In attendance:

Voting Directors – Carolyn Barney, Scott Berry, Barry Clause, John Dow, Sean Murphy, Mary Paquette, Jim Spaulding, Pete Thurber

Ex-officio Directors – Dale Barney, David Beaufait, Mike Samson, Alice Schori

Not in attendance – Karen Gray, Ed McGee, Michael Paine

Excused – Lori Dacier, Barbara Dolyak, Gili Lushkov, Linda Von Reyn

Interested community members – Philip Salvail, Courtney Walker

Approval of Minutes –

Minutes of the February 11th meeting were approved as presented. (Motion made by Clause, seconded by Dow.)

Committee Report Summaries –

Finance committee (Paquette reporting) – Financial statements were passed out and copies are filed with these minutes. Lists of transactions have been condensed into categories for less confusing presentation. Another wire payment of \$25,000 has been received, and two more, of \$50,000 and \$25,000 should be coming soon.

Financial policies were reviewed by the committee, and a revised version of policies was presented, including a requested change to \$500 for the minimum amount requiring two signatures. A motion was approved to accept the policies as presented. (Motion made by Paquette, seconded by Thurber.)

A motion was approved to accept the financial report. (Motion made by Paquette, seconded by Berry.)

It was announced that 501(c)3 status has been granted! Paquette requests that donations now be sent directly to MCH.

Building committee (Berry reporting) – A work group met a couple of times to wrestle with our dissatisfaction with the cost and configuration of Lavallee's plans. Switching to another architect would cause a delay, but not necessarily much more than having Lavallee redo it. Randy Cole from Stratton Brook Associates, designer of the Bristol Mid-State Health Center resubmitted a proposal for architectural services. The proposal and a suggested floor plan were presented. Cole has expressed willingness to work with Adam Cohen to produce an energy efficient plan if that route is chosen. Thurber asked how Cole can offer a bigger space at lower cost. Samson replied that Lavallee's plan involved a bigger profit margin, too many angles, a fire suppression system (that Cole doesn't recommend for buildings not on a municipal water system), and more built-in contingencies. Beaufait asked about insurance implications of not having sprinklers. D. Barney responded that annual insurance cost may be 10-15% higher without sprinklers.

A motion to terminate the letter of intent with Lavallee and pay the bill for schematics and reimbursable expenses (total invoice of \$37,928.84) was approved. (Motion made by Berry, seconded by Dow.)

A motion to proceed with hiring Stratton Brook Associates as architect and to charge the building committee with negotiating a contract and to bring it before the board was also approved.

(Motion made by Berry, seconded by Dow.)

Fundraising committee (Berry reporting) – A prioritization exercise was handed out. This is a list of possible services to be provided by the clinic, all of which are desirable, but not all of which can be afforded at the start-up phase. All board members were asked to fill in the checklist at the end to rank the importance of services to be included immediately or in the future. Copies will be sent to those members who were unable to attend this meeting. Discussion indicated that services or facilities likely to be deferred to sometime in the future include x-ray, full lab services (as opposed to CLIA-waived tests), community room, fitness center, and possibly physical therapy. Walker urged us not to forgo the services of a phlebotomist.

The CDFA Letter of Intent process was completed, meaning that MCH has been approved to apply for funds. We will be competing with almost 40 other groups for a lower-than-usual pot of money. Application is due April 26.

Trinet Evaluation Report – the 68-page financial workbook was completed and the consultant is taking it for review, so this should be wrapped up by the end of the week except for a market study. Samson and Berry say the exercise was very useful and worth the fee (up to \$14,000). Clearing house approval from the State of NH (required by USDA) was received, with some conditions regarding site plan and environmental/wetland concerns.

A new version of the Release from Declaration of Protective Covenant was presented with several changes demanded by one neighbor. It will still be reviewed by his lawyer and may be further amended to limit parking on the north side to 12 vehicles. A motion to accept the current draft version as presented was approved. (Motion made by Berry, seconded by Dow.)

Other Business –

Dow apologized that things didn't work out with Lavallee but was assured by others that there was no way to predict this ahead of time.

Next Meeting –

Monday, April 13, 2015, 7pm, at Canaan Hall.

Respectfully submitted,
Alice Schori, Secretary

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

April 13, 2015

Dale Barney presiding

In attendance:

Voting Directors –Scott Berry, Barry Clause, Lori Dacier, John Dow, Gili Lushkov, Sean Murphy, Mary Paquette, Jim Spaulding

Ex-officio Directors – Dale Barney, David Beaufait, Mike Samson, Alice Schori

Not in attendance – Karen Gray, Ed McGee, Michael Paine

Excused – Carolyn Barney, Barbara Dolyak, Pete Thurber?, Linda Von Reyn?

Interested community members – Jillian Barney, Stripe Demarest, Ben Harris, Denis Salvail, Philip Salvail, and 2 others

Approval of Minutes –

Minutes of the March 9th meeting were approved with a correction from Paquette. (Motion made by Clause, seconded by Dow.)

Committee Report Summaries –

Building committee (Dow & Samson reporting) – There has been great progress with a new floor plan from Randy Cole, visible on his website. Comments will be accepted over the next 2-3 days. A motion was approved to have D. Barney sign the contract for architectural services (\$155,000). (Motion made by Dow, seconded by Spaulding.) Another motion was approved to hire the cost estimator (Cole) at \$7500. (Motion made by Dow, seconded by Spaulding.) The latest plan is for a building 126x105ft. at a cost of \$2,440,450, or approx. \$185/sq.ft., with about 11,000sq.ft. finished at the start.

Reynolds (neighbor to the north) has agreed to the release of covenants, and other concerned parties are expected to sign releases soon.

A motion was approved to authorize D. Barney to sign a request for an extension on the purchase and sale agreement to allow us to get signatures on releases by June 1 and arrange financing by August 1. (Motion made by Dow, seconded by Clause.)

Finance committee (Paquette reporting) – Financial statements were passed out and copies are filed with these minutes. As of the March 12 reconciliation, there was a balance of \$83K, but more has been deposited since then. We are now using quickbooks, allowing us to show all statements through March 31, the end of our fiscal year. Transactions reflected on the balance sheet really started in September. Total contributions through March 31 reached almost \$153K. A motion was approved to accept the financial statements. (Motion made by Paquette, seconded by Dow.)

Fundraising committee (Berry & Samson reporting) – We are working under tight deadlines for USDA and CDFA applications. The auditor's report has been promised to be ready by filing time. An attestation that we will comply with Equal Opportunity requirements needs to be signed. At Beaufait's suggestion, a motion was approved to give D. Barney blanket authority to sign this and any other documents required as part of the application process. (Motion made by Berry, seconded by Dow.)

The TriNet feasibility analysis is up to date with new numbers from Cole and just a few forms to fill out to go with it. The analysis was informative and valuable. A copy is filed with these minutes. The analyst told Samson the results almost look too good, with a positive cash balance from year 3 onward unless we fail to grow beyond the initial 1600 patients. Compensation levels are low by national standards but on par with NH/VT levels. The list of employers appears to include errors, so a footnote will be added citing the source of data (State of NH). Cost of the analysis came in far below what was budgeted (\$6K vs \$14K), but there may still be some more hours for their participation in a required examination report. Questions about the analysis or report should be directed to Samson.

A motion was approved to expend up to \$5000 for a required examination report to be done by the accounting firm Vachon-Klukay. (Motion made by Berry, seconded by Paquette.)

Ten or eleven letters of support have been received, and more are needed/expected to go along with the CDFA application. If CDFA application is approved, we'll have to find people to buy tax credits.

A local fund drive and possibly crowd source funding will still be needed (and more if CDFA is not approved). Results of applications won't be known until end of June (USDA) and end of July (CDFA). USDA funding will likely be conditioned on our raising \$500K-600K elsewhere. Berry suggests that we ask the fundraising committee to bring to the next board meeting a full plan and timeline for raising additional funds, locally, through other grants, Northern Borders, etc. Demarest suggested, and all agreed, that we should thank the fundraising committee for the great work they have been doing.

New Board Member –

Tim Jennings of Enfield, Facilities Director at Cardigan Mountain School and former Town of Enfield water and sewer engineer has been a great asset to the building committee and has agreed to join the board. His nomination was unanimously approved. (Nomination made by Berry, seconded by Dow.)

Next Meeting –

Monday, May 11, 2015, 7pm, location TBA.

Respectfully submitted,
Alice Schori, Secretary

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors at CMS

May 11, 2015

Dale Barney presiding

In attendance:

Voting Directors – Carolyn Barney, Scott Berry, Barry Clause, Lori Dacier, Barbara Dolyak, John Dow, Gili Lushkov, Sean Murphy, Mary Paquette, Jim Spaulding, Pete Thurber

Ex-officio Directors – Dale Barney, David Beaufait, Michael Paine, Mike Samson, Alice Schori

Not in attendance – Karen Gray, Tim Jennings, Ed McGee, Linda Von Reyn

Interested community members – Philip Salvail

Approval of Minutes –

Minutes of the April 13th meeting were approved. (Motion made by Dow, seconded by Clause, Dolyak abstained.)

Committee Report Summaries –

Finance committee (Paquette reporting) – Financial statements were passed out and copies are filed with these minutes. Balance sheet and Profit & Loss now show 13 months for better continuity. Net income equals our liabilities. Total contributions through April 19 were over \$152K. A budget overview including construction and payroll for the coming year (through March 2016) was presented. (Yellow highlights were simply for Paquette's convenience in cross-checking entries.) A motion was approved to accept the financial statements. (Motion made by Paquette, seconded by Dow.)

A chart of accounts was presented. It will be amended to add bad debt and charity care. The chart as it will be amended was approved. (Motion made by Paquette, seconded by Berry.)

Two contract changes are needed: 1) additional subsurface exam reports from Horizon, with price not to exceed \$6,000 and 2) a USDA-required appraisal of land and building as constructed, also at a price not to exceed \$6,000. A motion authorizing these payments was approved. (Motion made by Paquette, seconded by Berry.)

Building committee (Dow & Samson reporting) – The schematic drawing of the building was approved by the committee. The cost estimate came in within what was submitted to USDA and better than expected. Design development will be another \$27,900. By the time it goes out to bid, we will have spent all but about \$30K. We currently owe Cole \$52K. The committee wants the board to be aware of these expenditures occurring before we have a mortgage and with no guarantee that we'll get the USDA loan or CDFR tax credits. Donors are aware of the risk and don't expect money back if the project fails. Samson will request the Gerngross money (\$25K) now so that we'll have a cushion. Berry believes we need board oversight at each major stage because of tight finances.

A motion to accept the schematic drawings was approved. (Motion made by Dow, seconded by Spaulding.)

A motion to spend up to \$27,900 for the design development phase was approved. (Motion made by Dow, seconded by Spaulding.)

Board approval will be needed before Cole can go ahead with construction, even if a special board meeting is required.

Release of restrictive covenants has been received from 12 of the concerned property owners, with four still needed. One owner doesn't support the clinic, wants additional restrictions on use of the property, and will need some persuasion. Thurber cautioned that we can't add restrictions that would jeopardize our ability to become an FQHC. A motion was approved to authorize Samson to sign releases previously approved by the board. (Motion made by Berry, seconded by Thurber.)

Fundraising committee (C. Barney reporting) – We have a strong committee, and it has been busy. Dacier and Dow are pursuing more foundation grants. Richard Fox, retired fundraiser, has joined the committee and is a great asset. The goal is \$150K in local contributions by August 1, focusing on major donations of \$1,000 or more. Suggestions are needed of more people in towns other than Canaan. (Send suggestions to C. Barney.) All board members need to contribute at least a token amount. Other potential donors will be approached by teams of two, ideally including someone who knows the target donor. Current incentives are 501(c)3 tax deductions and personal satisfaction. A list for naming rights for rooms, etc., has also been developed. Big donations are also being sought, and we hope to be able to leverage these to higher amounts through the business enterprise and business profits tax credits when and if we qualify for CDFA. Contributions of \$50K from Timken and \$75K from MSB are included in the goal. We aim to get at least half of the pledged amount before Sept. 1. Donors are informed that there is still the risk that the clinic may not happen. Dacier suggests a bullet point list reflecting the huge amount of effort and what has been done and raised to date. This can be handed out to the public and updated with each new accomplishment. Public events and publicity can be planned to mark milestones in the process. Medstar on-line crowd funding is being investigated by Samson. The USDA loan is our #1 goal now, and every step we go through makes our case stronger. The application package went to Concord two weeks ago for review, and the appraisal is needed before it goes to DC.

When asked, the board expressed no opposition to the approach being taken by the fundraising committee.

Next Meeting –

Monday, June 8, 2015, 7pm, location TBA.

Respectfully submitted,
Alice Schori, Secretary

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

Dale Barney presiding

June 8, 2015
at St. Helena's Church Hall

In attendance:

Voting Directors – Carolyn Barney, Scott Berry, Barry Clause, Lori Dacier, Barbara Dolyak, John Dow, Tim Jennings, Sean Murphy, Mary Paquette, Jim Spaulding, Pete Thurber, Linda Von Reyn

Ex-officio Directors – Dale Barney, David Beaufait, Michael Paine, Mike Samson, Alice Schori

Interested community members – Tracey Darling, Stripe Demerest, Denis Salvail, Philip Salvail, Beverly Vermeer

Not in attendance – Karen Gray, Gili Lushkov, Ed McGee

Approval of Minutes –

Minutes of the May 11th meeting were approved as corrected. (Motion made by Dow, seconded by Thurber.)

Committee Report Summaries –

Finance committee (Paquette reporting) – Financial statements were passed out and copies are filed with these minutes. Bank statement is effective 13th of the month and there are additional transactions since that time, leaving current balance at \$15,563. Profit & Loss statement shows that contributions exceeded expectations. Expenses are lower than budgeted leading to a positive variance for expenses to budget. There have been several large deposits recently which are not yet reflected on the balance statement. A motion was approved to accept the financial statements. (Motion made by Dow, seconded by Thurber.)

Later in the meeting, a motion was approved to shift a previously appropriated payment from Horizons to Ward Geotechnical. (Motion made by Paquette, seconded by Dacier.)

Building committee (Samson and Dow reporting) - A timeline prepared at last building committee meeting to assure that construction will be under way by November was reviewed. Committee has discussed several options for speeding up this process, including putting out bid documents, requests for qualifications of contractors, and lining up bridge loan by July 30. To do this, Board must approve next round of expenditures for bid document preparation. We currently have \$46,000 that is adequate to cover those steps and initial site work. Subsurface is already authorized, although company has changed to Ward Geotech. Appraisal was also authorized. Donors are not expecting a return of finances should the USDA loan not come through. Byrne Foundation understands there is some risk in our proposal and made donations with this awareness. Dow says that it was the consensus of the building committee to move ahead. Committee will also do some of the initial work of getting the bridge loan. It will be increasingly difficult to fund raise if no activity occurs at the site. Everything spent on architect and engineering will come back to project in form of building capital if we get USDA loan.

Berry reports that our application for USDA loan has left the regional office with full recommendation of approval and forwarded to Washington for review and consideration.

Berry would like to see approval for the additional work contingent upon reconciliation of our committed expenses against our total funds. Current financial commitments and funds available were reviewed at length, showing that we will have about \$47,500 in cash to cover \$46K in expenses at this stage. Dow feels it is really important to move ahead and show some progress in order to get additional donations. A motion to approve \$34,100 for construction document preparation contingent on having an expected \$25K donation in the bank was approved unanimously. (Motion made by Dow, seconded by Paine.)

Fundraising committee (C. Barney reporting) – Sampson reviewed the donations summary with the Board. We now have a very experienced fundraiser working with our committee who is very committed to our project and is providing excellent support for the fundraising efforts of the committee. Donations, however small, from every board member are essential as we approach major donors. If Board members know someone who might fit into this category, please contact C. Barney with the information.

C DFA/USDA – Berry reports there was a site visit by C DFA last week. Two members of the team reviewed our project and they were very interested in the level of community support. They felt fairly convinced that we have broad support in the community as indicated by pledges. They indicated that they have never loaned on something yet to be built. They are going to rely on the USDA assessment of our plan. If USDA supports it then they are more likely to support it. We should hear from USDA later in June and from C DFA in July.

Building committee continued – Dow recognized Tim Jennings who has been very helpful in getting the committee ready to go for construction documents. Committee will also do request for qualifications, will be looking for vendor to demonstrate they have done similar work of high quality. Architect and building committee are putting together the qualifications document now, which contains a list of items that vendors must verify. Committee would like to shorten bid time from four weeks to three weeks as the vendors will have access to the qualification document prior to this. It is possible that a local company could bid on the project and there are also local contractors that could be subcontractors on the project.

Release from restrictive covenants from last individual (new owner) should be forthcoming soon.

Property can't be purchased until USDA loan is received and bridge loan is secured. Therefore, a motion to authorize D. Barney to sign a two-month extension on the purchase and sale agreement was approved. (Motion made by Berry, seconded by Dolyak.)

Next Meeting –

Monday, July 13, 2015, 7pm, location TBA.

Respectfully submitted,
Alice Schori, Secretary

with many thanks to Linda Von Reyn for serving as scribe

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

Pete Thurber presiding

June 17, 2015
by teleconference

In attendance:

Voting Directors – Carolyn Barney, Scott Berry, Barry Clause, Lori Dacier, Barbara Dolyak, John Dow, Karen Gray, Gili Lushkov, Sean Murphy, Mary Paquette, Jim Spaulding, Pete Thurber, Linda Von Reyn

Ex-officio Directors – Mike Samson, Alice Schori

Interested community members – Tracey Darling, Stripe Demerest, Denis Salvail, Philip Salvail, Beverly Vermeer

Not in attendance – Dale Barney, David Beaufait, Tim Jennings, Ed McGee, Michael Paine

Application for funding from Northern Border Regional Commission –

Northern Border RC supports stressed counties in ME, NH, and VT. There is no application fee. Unanimous approval was given by voting members by roll call and the required certificate was signed by the Secretary. (Motion made by Berry, seconded by Dow.) Exact wording follows:

I, the undersigned, do hereby certify:

1. That I am the Secretary of Mascoma Community Healthcare, Inc., a New Hampshire Voluntary Corporation organized pursuant to RSA 292; and
2. That the foregoing resolution was proposed, discussed and adopted by the Mascoma Community Healthcare, Inc. Board of Directors on Wednesday, June 17, 2015.

Motion moved by Scott Berry and seconded by John Dow.

“Whereas Mascoma Community Healthcare, Inc. desires to seek \$250,000 in funding from Northern Border Regional Commission (NBRC) for the purchase of equipment and software; and

Whereas the requirements of the NBRC grant application require documentation of Board approval for said grant application as well as authorization to a designated official to execute all documents related to this application;

Be it resolved that Mascoma Community Healthcare, Inc., by and through its Board of Directors authorizes the application for funding from NBRC;

And further resolves that Dale Barney, Chairman of the Board of Directors of Mascoma Community Healthcare, Inc., is authorized to make and sign this application to Northern Border Regional Commission and to sign any and all NBRC grant documents that bind the applicant, Mascoma Community Healthcare, Inc.

This Resolution and Approval of the Grant Application was approved by a majority vote of a quorum of all voting directors voting in an open meeting on June 17th, 2015.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED AND AFFIXED MY NAME
on June 17, 2015. (Signed by Alice Schori)

Next Regular Meeting –
Monday, July 13, 2015, 7pm, location TBA.

Respectfully submitted,
Alice Schori, Secretary

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

Dale Barney presiding

July 13, 2015
at Cardigan Mountain School

In attendance:

Voting Directors – Carolyn Barney, Scott Berry, Barry Clause, Barbara Dolyak, Tim Jennings, Mary Paquette, Jim Spaulding, Pete Thurber, Linda Von Reyn

Ex-officio Directors – Dale Barney, David Beaufait, Michael Paine, Mike Samson, Alice Schori

Interested community members – Kim & Susan Franks, Rolf Knudson, Chris Partain

Not in attendance – Lori Dacier, John Dow, Karen Gray, Gili Lushkov, Ed McGee, Sean Murphy

Approval of Minutes –

Minutes of the June 13 meeting were approved. (Motion made by Clause, seconded by Berry.)

Minutes of June 17 teleconference meeting were approved. (Motion made by C. Barney, seconded by Berry.)

Committee Report Summaries –

Finance committee (Paquette reporting) – Most recent copy of bank statement was presented and reviewed. One deposit needed to be exchanged from pounds to dollars. Person assisting finance chair is away at this time and most recent statement is not available. Therefore, last statement presented and additional deposits noted on the back of the statement. New balance is \$52,097.57. We are in a positive cash position and there are no current invoices to be paid.

Audit progress – Samson indicated fieldwork on the audit is completed. Nothing substantial noted during the audit other than suggestion to ask bank to change closing date to the end of the month, as a way to improve finance reporting. D. Barney, Board Chair, will be making this request within this week. Motion for this action by Chair was approved. (Motion made by Paquette, seconded by C. Barney.) There will be a full audit report when the information comes back from the bank. It will be filed with USDA in August. No significant issues arose. Motion to accept financial statements as presented was approved. (Motion made by Paquette, seconded by C. Barney.)

Other Business - David Beaufait introduced dentist Rolf Knudson to offer assistance as needed in building dental capability of the clinic. Knudson's concerns about the financial viability of a dental clinic of the size proposed were addressed at length by Samson, Paine, and Thurber. Berry noted that our model is based upon a plan to become a Federally Qualified Health Center, which will also support sustainability. He welcomes Knudson's assistance and support in further development of the dental service as we go forward to bringing the clinic to operation. Thurber expressed the appreciation of the Board for Knudson's questions and interest.

USDA Loan: (Berry reporting) - We have received two loans: one for \$2.8 million for building construction at a 3.5% interest rate over 40 years and the second for \$478K for equipment, a ten year note at 3.5%. Both are offered for longer terms at lower interest than expected, giving us savings to our operating expenses. Loan funds must be used within five years.

Berry noted that we have plans to continue seeking grants to support development of the clinic as it matures and patient population grows. The initial loan will make it possible to do initial build with infrastructure in place for expansion. Samson noted that future plans for FQHC status will also support operations of the clinic.

A resolution was approved authorizing the Chair or Vice Chair to sign the USDA agreements: 1) Loan resolution security agreement (Form RD 1942-D), and 2) Resolution amending Form RD 1942-D (saying that we approved it). (Motion made by Berry, seconded by Thurber, 9 yea votes, 5 absent.) A certification of the vote was signed by the Secretary.

Via email Berry will do a demographic/ethnicity count of board for USDA.

Fundraising committee (C. Barney reporting) – Several volunteers are making personal visits to potential donors. An appeal for a grant has been sent to Brundage foundation. A committee is putting together material needed for a community-wide drive. We will go back to the Byrne Foundation to ask about a matching grant. We are also working on a grant proposal for Ledyard. We are getting interest in what we are doing and need to keep the interest growing. Samson noted that we put together a press release for USDA, which is embargoed until beginning of August at which time a larger press event is planned.

Samson reviewed spreadsheet showing USDA fundraising requirements (\$600K) based upon various sources: CDFR, NBC, CDFR/NBC, and local only. He also reviewed fundraising needs based upon our local MCH requirement, which is \$775K. Timeframe for this fundraising is November – commitments and \$200K in cash by then, remainder not later than first of the year.

Building committee (Samson reporting) – Review of project timeline. In order to go for construction bid, we need to have raised the USDA required funds (\$600K) and acquire a bridge loan that will be used to get us to opening, at which time the USDA funds become available. Bank of NH bridge loan letter of interest received; still waiting for Mascoma. Berry suggests that the bridge loan documentation go to the finance committee for close review and final recommendation for approval by the board. We have to delay a construction bid until we have secured the required funding. Ground breaking is now planned for April.

A motion was approved to make an addendum extending the purchase and sale agreement for the property through December 2015. (Motion made by Berry, seconded by Thurber.)

The architect has prepared requests for qualifications for contractors with help from the building committee.

Other business - A motion was approved to pay up to \$3000 to Vachon/Klukay for the audit. (Motion made by Berry, seconded by Thurber.)

Meeting adjourned and moved to executive session (Motion by Thurber, seconded by Spaulding.)

Next Meeting –

Monday, August 10, 2015, 7pm, location TBA.

Respectfully submitted,
Alice Schori, Secretary

Board Meeting
Mascoma Community Healthcare, Inc.
August 10, 2015

The meeting was called to order by Chairman, Dale Barney at 7:38 PM at the United Methodist Church Meeting Hall in Enfield. In attendance were Dale, Barney, Alice Schori, Carolyn Barney, Mary Paquette, Scott Berry, Barbara Dolyak, John Dow, Sean Murphy, Jim Spaulding, Tim Jennings, Lori Dacier, Mike Samson, Barry Clause, Linda von Reyn, Dave Beaufait, Gilli Lushkov, Pete Thurber, and Mike Paine. Thirteen attending Board members were voting members and constituted a quorum.

Non Board members included Andrew Ware, Bruce Shinn, Chris Partain, and Phil Salvail.

Minutes of July 13th.

The minutes prepared by Alice Schori were reviewed. Motion by John Dow and second by Pete Thurber to approve the minutes with the addition of visitors, Kim and Susan Franks, Rolf Knudson and Chris Partain. The motion was unanimously approved.

Financial Report

Mary Paquette distributed the financial documents for July. She indicated that there was a balance of about \$48,000. There is roughly \$38,000 owed to Stratton Brook Associates. There was discussion that the amounts exceeded the projected budget for this time period because we have advanced architecture and engineering work. Scott Berry moved the acceptance of the financial report with a second by Barry Clause. The motion was unanimously approved.

Fundraising Report

Carolyn Barney reported that we raised about \$300,000 so far. We still need to raise another \$250,000 in grants and \$150,000 in local individual contributions. We received \$20,000 (\$10,000 as a pledge) from the Byrne Foundation two weeks ago. We have also received \$3,000 to \$5,000 in individual gifts. We need a total of \$400,000 more. It was announced that Pete Thurber, Scott Berry and Dale Barney will be meeting with the Valley News Editorial Board on Wednesday August 12th to discuss the USDA loan award and fundraising efforts. It was also reported that we were rejected by CDFR but encouraged to apply again next year. Other grant sources outstanding include Northern Border and HRSA. The Northern Border grant would reduce our operating capital need by \$130,000. David Beaufait asked that we avoid making promises we can't keep. He noted that Medicaid and some insurance companies will require co-pays which we legally can't waive. Samson noted that the proforma was based on zero co-pays so the issue isn't necessarily financial. There was general agreement to drop claims about co-pays.

Staffing

Scott Berry reported that we are currently recruiting provider letters of interest to satisfy USDA with the understanding that we will be doing a full solicitation of applicants around the first of the year.

Secretary

Alice Schori has tendered her resignation as Secretary and has asked to become a voting Board member so as to be able to more fully participate in decision making. Pete Thurber moved to accept Alice Schori's resignation as Secretary and appoint her as a voting Board member and to hire a stenographer to record our minutes. Alice volunteered a donation of \$200, but it was pointed out that this is a legitimate Board expense. Second by Scott Berry. Unanimous approval. It was requested that a copy of the Bylaws describing the duties of the Secretary be circulated to the full Board before the next meeting and ask for volunteers from the Board to serve as the official corporate Secretary.

Executive Session

Tim Jennings moved to enter Executive Session to discuss personnel recruitment and was seconded by John Dow. Unanimously approved. Entered Executive Session at 8:25 PM.

Exited Executive Session at 8:38 PM.

Mary Paquette moved the following resolution. Move to appoint Scott Berry, Barbara Dolyak, Karen Ewer Gray, and Linda von Reyn to be a working group to prepare job descriptions and solicit letters of intent for review by USDA as potential employees. Second by Pete Thurber. Unanimous approval. The consensus of the Board was that the purpose for this process was to identify people with interest in employment by Mascoma Community Healthcare. There was also a consensus that all names of candidates would only be known to members of the working group and USDA as appropriate.

Motion by Scott Berry to adjourn. Second by John Dow. Unanimous approval.

Respectfully submitted by,

Michael Samson

Acting Secretary

**Mascoma Community Healthcare, Inc.
Board of Directors**

Minutes of September 14, 2015

Meeting called to order at 7:30 P.M. on Monday September 14, 2015 by Dale Barney.

In attendance were Alice Schori, Mary Paquette, John Dow, Sean Murphy, Tim Jennings, Linda von Reyn, Curtis Payne, Carolyn Barney, Mike Samson, Pete Thurber, Barry Clause, Gili Lushkov, Lori Dacier, Dale Barney, Chris Partain, Barbara Dolyak, Susan Franks, Dave Beaufait, and Phil Salvail. There were 11 voting members, 3 non-voting and 3 guests. A quorum was declared.

Dale asked for volunteers to be new board secretary. Lori volunteered. Dale moved that Lori be elected Secretary. Motion was carried with all in favor and none opposed.

Minutes of August 10th, 2015

Mike needs to put in a motion to update the minutes from last meeting.

Financial Committee

Mary presented the up to date financial information.

- No bank statement reconciliation this month since when looking at cash and assets it reconciles
- Cash on hand is almost \$41,500
- Couple of bills needs to be sent out.
- Need more checks, made a bill for \$18.00 for reordering- can be picked up at our P.O. Box-Dale says he will pick them up
- Fixed assets-Most of the money spent appears here as an asset and includes working on architecture work, basic site survey and subsurface designs
- Liabilities have yet to be paid and need to be signed off on by building chairman
- Profit/Loss showing large net income-for this year.
- Fixed assets low except for invoices for getting building going.
- Budget to actual-\$4,000 short for estimated contributions
- Advertising under budget, as well as Licenses, legal, and professional fees are under budget by \$22,000 meaning we are showing net income of \$18,000

Mary makes motion to accept as presented.

Dale seconds the motion to accept Mary's report. All in favor with none opposed

Building Committee

John speaking

- Plan and specifications are finished at this point.
- RFQ list has been sent out
- New ad for other interested bidders has been placed

- All interested in building should have their paper work in by 9 Oct 2015 for review on 21 Oct 2015
- Geotechnical has finished their survey-ground is suitable for construction
- Horizons Engineering needs to complete property line adjustment
- Building Committee meeting-23 Sep 2015 Cardigan Mt. Conference Room/church
- No word back from construction companies. Mike Samson assures word would be passed to Randy Cole upon decision

Mike- Speaking (Building Committee)

- We need to get 5 notarizations from Peter.
- Ad has been placed in Valley News for 6 days and also hanging in places that display bid-specs for projects
- Need to hire attorney as part of guidelines per USDA- Also need auditor-sign on for work on project.
- Will need to put the attorney on retainer
- We need \$600,000 raised- at this point we have around \$320,000 and have to come up with difference.
- Attorney and auditor are part of original budget-may not be enough- should come out of closing fees- money should be reimbursable

Tim Speaking

- Have estimate for the building but it could be higher or could be lower.

Fundraising

Carolyn speaking

- Need to still ask 5 foundations-Sunapee Bank, Timken Corp. and Foundation, Brundage, Mascoma (will have their answer in November), and Hypertherm-money raised at this point does not include these big five
- Blanket letter will be sent out to the 5 communities for donations. Just over 4,000 will be sent out.
- Material will take a week to obtain.

Mike about postage and fundraising

- Will take only one main route in Rumney, but will send out fliers to all the other communities.
- Have bids for mailing and printing costs from both Quality Mailing House and R.C. Bradshaw & Co.-Combined total cost should be \$2,017
- Will be mailed to those who have already contributed because it is too difficult to comb through who has given and who hasn't
- Money to raise from individuals is \$100,000
- A denial letters sent from Ledyard.

Peter moved to spend \$2,000 for mailings to 5 communities

Motion carried with all in favor and none opposed

Other Business

- With job descriptions complete and recruitment starting, there will be an executive committee to supervise certain positions. No committee is in place at this time, just wanted to make aware
- Mike would like to put a DBA on the Center's slogan

John moves to have DBA placed on slogan, Peter seconded. Dale Barney brings to vote and the motion passes with all in favor and none opposed.

Carolyn motions to have Curtis placed on the board of directors for the healthcare center with second by Lori Dacier. Dale brings to vote and the motion passes with all in favor and none opposed. Curtis is now on the Board of Directors.

Dale brings to vote motion to adjourn meeting. Vote passes with all in favor and none opposed.

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

October 12, 2015

Peter Thurber presiding

In attendance:

Voting Directors- Scott Berry, Barbara Dolyak, Tim Jennings, Sean Murphy, Mary Paquette, Alice Schori, Jim Spaulding, Peter Thurber

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

Interested community members-Eliza Grainger, Ben Harris, Chris Partain, Andrew Ware

Not in attendance- Carolyn Barney, Dale Barney, Barry Clause, Lori Dacier, John Dow, Karen Gray, Gili Lushkov, Ed McGee, Curtis Payne, Linda Von Reyn

Approval of Minutes-

Revised minutes from August 10 meeting was approved. (Motion made by Schori , seconded by Paquette)

Minutes of the September 14 meeting were approved. (Motion made by Schori, seconded by Spaulding)

Committee Report Summaries-

Finance Committee (Paquette reporting)- Reconciliation detail with ending balance of \$37,171.15 in checking account with no bills waiting for payment. Balance sheet after receiving bank statement and reconciliation sheet shows \$39,000 in cash and accounts payable of \$1,900 bringing total down to \$37,271.20. No invoices waiting to pay. Profit and loss of this fiscal year show contributions of around \$90,000 and net income of \$81,000. Because expenses and contributions were lower, budget is short \$4,500. (Samson reporting) There are some expenses that we should unencumber and encumber until they are needed. Sheets have been provided to show the actual monies to unencumber and encumber. Total amount to unencumber is \$114,589.30 and total to retain encumbered is \$14,538.94. (Motion made by Berry to unencumber \$114,589.30 and to retain encumbered amount of \$14,538.94 seconded by Schori, motioned carried)

Construction/Building committee (Samson reporting)- Horizon still needs to perform lot survey. Deadline for Request For Qualifications (RFQ) has passed and list of those who have expressed interest are on a list printed for handing out. All RFQ packages from interested parties have been received and will be reviewed by the board at a date to be determined.

Fundraising committee- (Samson reporting) \$65,000 in pledges is supposed to come in the next 60 days. Met with Bank of New Hampshire and they have authorized 70% of cost of land. Total price of land is \$79,500. (Motion made by Paquette to authorize Thurber as Vice Chair to sign addendum of purchase and sales agreement, seconded by Berry and motioned carried) (Motion made by Paquette to authorize Samson to get the paperwork prepared to accept loan from Bank of NH to purchase land, seconded by Schori and motion carried). Teleconference call to be held at 7:30 on October 26, 2015. For FY 2016 \$149,000 in donations from varied sources have been made, primarily individuals. Total amount to date is \$342,063.96 and still need to collect roughly

\$200,000.00. Mass mailing is going out this week and personalized mailings are being made. Additionally would like another \$100,000 from individuals.

Staffing committee- (Berry reporting) Job descriptions have been drafted and they are in the process of review by committee. Need to continue getting letters of interest to complete requirements of USDA guidelines. Physician, Dentist, Clinical Director, and Psychiatrist are the key areas needed for meeting of guidelines. Salaries for these positions will be included and will be competitive. Job description and salaries will also be posted to website. (Motion made by Berry to approve up to \$5,000 to solicit letters of interest for key positions necessary for USDA purposes, seconded by Doyleak and motioned carried) Also we should get legal counsel for purposes of information and representation in medical operations.

Other business- Grainger is conducting research for a project and may be interviewing individuals

Motion made to adjourn meeting by Paquette, seconded Doyleak.

Mascoma Community Healthcare
Location: Cardigan Mt. School, Cafeteria

Minutes of the meeting of the Board of Directors
Dale Barney presiding

November 9, 2015

In attendance:

Voting Directors - Carolyn Barney, Scott Berry, Barry Clause, Lori Dacier, Barbara Dolyak, John Dow, Tim Jennings, Mary Paquette, Alice Schori, Jim Spaulding, and Peter Thurber

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

Interested community members - Ben Harris, Janice Knapp, Victoria Mauer, Chris Partain, Denis Salvail, Philip Salvail, Bruce Shinn, and Andrew Ware

Not in attendance - Karen Gray, Gili Lushkov, Ed McGee, Sean Murphy, Curtis Payne, Linda Von Reyn

Approval of Minutes -

Minutes from October 12, 2015 meeting were recommended for ratification and amendment before acceptance. Motion recommended by Thurber, seconded by Paquette, and carried with none opposed. Collectively, as a board, actions from October 12, 2015 meeting were ratified because a lack of quorum was not discovered until the minutes were prepared. Motion to approve the actions and decisions made at the last meeting on October 12, 2015, which were not valid due to lack of quorum.

Committee Report Summaries -

Finance Committee (Paquette reporting) - Reconciliation summary shows our accounting matches bank statements. \$4360.16 in outstanding checks needing to be cleared. Balance sheet goes to November 4, 2015. No bills received. Net income is \$78,032. We are short \$67,000 in contributions but are still receiving additional gifts. Motion made by Paquette to pay \$3,600 to pay accountant for tax filings for 2015. Motion seconded by Schori. Motion carried with none opposed. Motion made by Paquette to allocate \$5,700 for additional engineering charges. Motion seconded by Berry. Motion carried with none opposed. Berry moved to allocate \$2,000 retainer for legal representation. Paquette seconded motion. Motion carried with none opposed. Dacier moved to accept financial statements. Motion seconded by Thurber. Motion carried with none opposed.

Construction/Building committee (Dow reporting) - Committee met October 23, 2015 to discuss RFQ's for the nine bidders. Timeline is to get project out for bid in December 2015, but will look more towards January 2016. Still will be on track for April 2016 construction. We have been given new USDA representation. USDA is still on board with our list of qualified bidders.

Fundraising committee - (Samson reporting) - Bank has agreed to finance for land, however we still need to have a lawyer in place to receive the proposal from bank. Progress needs to be in place by December 1, 2015. Corporate giving still needs to go out including Hypertherm and Wal-Mart. Still need \$250,000 total from all sources. (Carolyn Barney reporting) - \$5,390 has come in from letter mail-out. Mail house did not give us P.O. boxes in list and will be sent out accordingly. We have raised \$347,000 in one year.

Staffing committee - (Berry reporting) - Job descriptions are on the website. So far we have received Letters of Interest (LOI) from 3 potential candidates. Send anyone interested to the website to get job descriptions. We would like to solicit an advanced practice nurse. Several interested parties have expressed that they would like the practice model established. No ad has been placed yet. Website is a priority at this time. Berry indicated that he should be receiving LOI's from dentist as well as behavioral health specialists.

Other business - Berry introduced Ben Harris, who represents the state of New Hampshire, Division of Public Health. There is a possibility to use the state website for recruitment and fundraising. Jennings would like to approach small businesses in Enfield to get them involved with clinic.

Motion made to adjourn meeting by Berry, seconded Barney, D.

Mascoma Community Healthcare

Minutes of the meeting of the Board of Directors

Location: Cardigan Mt. School

December 14, 2015

Dale Barney presiding

In attendance:

Voting Directors - Carolyn Barney, Scott Berry, Barry Clause, Lori Dacier, Barbara Dolyak, John Dow, Tim Jennings, Sean Murphy, Mary Paquette, Alice Schori, Jim Spaulding and Peter Thurber

Ex-officio Directors - Dale Barney, David Beaufait, Michael Paine and Mike Samson

Interested community members - Chris Partain and Philip Salvail

Not in attendance - Karen Gray, Gili Lushkov, Ed McGee, Curtis Payne, and Linda Von Reyn

Approval of Minutes -

Minutes from November 9, 2015 were approved. Berry motioned approval of minutes of November 9, 2015 meeting. Paquette seconded motion. Motion carried with none opposed.

Committee Report Summaries -

Finance Committee (Paquette reporting) – First profit and loss report goes through all of November. There is a difference of \$200 in deposits. As of December 6, the balance is \$37,384.19. A deposit of \$12,000.00 has been made. No bills waiting to be paid. Profit and loss is showing our total income for the year to be \$107,000.00. Currently, expenses are \$14,773.00, which leaves net income of \$92,000.00. We are under budget ~\$75,000.00 for contributions/donations. Expenses have been under budget ~\$20,000.00. Dow moved to accept treasurer report. Paquette seconded motion. Motion carried with none opposed. (Samson reporting) – Capital budget working capital is \$655,000.00. I am working on getting approval for operations line of credit amount of \$110,000.00 to \$135,000.00 from Mascoma Savings Bank. This will impact the budget favorably since it is a safety net for operations. Payments for the line of credit will not affect organization until year 2 of operation.

Construction/Building committee (Dow reporting) – This past week we received boundary line approval for lot line adjustment. Closing will be January 18, 2016 and bids should go out at that time. The building committee reviewed and scored all contractors with results submitted to USDA. Dow moved that the building committee revisit the financial concerns pertaining to Newbury Construction, check out their references, and get questions we have answered and then report back to board our findings. Thurber seconded motion. Motion passed with none opposed. (Samson reporting) – Closing on property is pegged to be middle of January. We still need approval from the bank pertaining loan. Currently the bank is waiting on information from lawyer. During the title search, there was inaccurate reporting in source deed for restrictive covenants. Purchase and sales agreement expires by end of January 2016.

Fundraising committee - (Barney C.) – Working on getting additional funding. We keep making deposits as they come in. (Samson reporting) – All proposals to big corporations will be completed within the week.

Staffing committee - (Berry reporting) – Letter of interest for dentist and behavioral health providers are in hand. I am still approach other areas of concern for letters. If you know any interested parties, direct them to me.

Other business-

Jennings would like to approach small businesses in Enfield to get them involved with clinic. Any volunteers to help are welcome and appreciated.

Motion made to adjourn meeting by Thurber, seconded Barney, D.