



Minutes
of the Meeting of the
Board of Trustees

September 22, 2003
7:00 p.m.
Carstensen/Gruben Room

Members Present:
Susan Vallem, - Chair
Karen Thalacker – Secretary
Gary Burke
Darold Wolff

Members Absent:
John Johnston (excused)

Speakers Present:
Mike Trachta, CEO
Anne Mardorf, CFO
Darrin Gillett, Cardinal
Construction
Michelle Litterer
Dr. Rathe
Carol Stone

Guests Present:
Karen Buls
Ron Mathias
Dan Rigel
Ivy Sprague
Jennie Waller

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:02 p.m.	
II. Approval of minutes	A motion was made to approve the minutes of the August meetings as written.	1 st – Thalacker 2 nd – Burke Approved
III. Featured Department: Health Promotion Center – Michelle Litterer	Michelle Litterer, Health Promotion Manager presented information about the growth of the Health Promotion Center, services currently offered in the Center, and goals for the future.	
IV. Financial and Statistical Report <ul style="list-style-type: none"> • Operating Statement • Balance Sheet • Investment Reports • Ambulance Reports 	Mardorf presented the financial and statistical report for August. A motion was made to approve the financial and statistical report as written.	1 st – Burke 2 nd – Wolff Approved
V. Resolution Naming Depositories	Mardorf presented a resolution naming depositories which changed the maximum deposit amount to \$20 million. A motion was made to adopt the resolution naming depositories.	1 st – Burke 2 nd – Thalacker Approved
VI. Committee Reports <ul style="list-style-type: none"> • Performance Improvement Committee • Environment of Care Committee 	Stone presented the Performance Improvement Committee report as included in the Board packet. Trachta referred to the Environment of Care Committee minutes as included in the Board packet.	Accepted Accepted
VII. CORS – 2 nd Quarter Report	Stone presented the CORS – 2 nd quarter report.	Accepted
VIII. C.E.O.'s Report	Trachta reported that two different ER physician staffing services have been considered to provide weekend ER coverage. Administration, with the input of the Medical Staff, selected Emergency Practice Associates (EPA) out of	

<ul style="list-style-type: none"> • Finance Committee <ul style="list-style-type: none"> ▪ Capital Requests <ul style="list-style-type: none"> ▪ Server Upgrade ▪ HL7 Interface to Pyxis ▪ Purchase of Property ▪ Xray Files ▪ Birthing Center Security System 	<p>Trachta brought forth a motion with a second from the Finance Committee to approve the capital requests as listed below:</p> <ul style="list-style-type: none"> ▪ Server Upgrade – at a cost not to exceed \$44,736.70 ▪ HL7 Interface to Pyxis – at a cost not to exceed \$10,000 ▪ Xray Files – at a cost not to exceed \$6,667.00 ▪ Birthing Center Security System – at a cost not to exceed \$27,281.39 <p>The motion was approved as brought forth by the Finance Committee.</p> <p>The Finance Committee deferred discussion of the capital request to purchase the Rohlf Memorial Clinic (RMC) to this meeting. Extensive discussion was held regarding the merits and disadvantages of making a commitment to purchase the RMC. There was consensus among Board members that Trachta should continue to explore options for purchase of the RMC and to investigate the condition of the building, reporting on any findings or purchase proposals at the October meeting.</p>	<p>1st – Burke 2nd – Wolff Approved</p>
<p>XII. Construction Update</p>	<p>Gillett presented a construction update, reporting that Phase 3 plans will be mailed out tomorrow with bids being turned in before the next Board meeting.</p>	
<p>XIII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:40 p.m.</p>	<p>1st – Wolff 2nd – Burke Approved</p>
<p>XIV. Tour OB Renovation</p>	<p>Trachta gave a tour of the OB department, detailing the completed renovations and how the newly approved security system will function.</p>	

Next meeting will be held
October 27, 2003
Carstensen/Gruben Room

Karen Thalacker, Secretary
Board of Trustees

Mike Trachta
Chief Executive Officer