**Friend Community Healthcare System (FCHS)**

**Board of Directors Tuesday, March 26, 2019 @ 7:00pm**

**MINUTES**

President: Jen Stutzman Secretary: Nancy Vossler Member: Steve Ryan

VP: Nick Svehla Mayor: Judith Knoke

***Rules for Open Meetings Act posted in Conference Room.***

1. Roll Call with all present.
2. Public Comments: None.
3. CEO Comments:
   1. Draft 90-day marking plan shared.
   2. Approximately 100 attendees at Health Fair. $320.00 in donations from the pancake feed.
   3. $7,000.00 was raised at the event for Kelly Maronde and family.
   4. Brady has contacted the Red Cross, met with the FPS Guidance Counselor regarding helping the families of the Beaver Crossing fire. Goodwill Industries will donate to the Vickery family.
4. Meeting minutes:
   1. Motion was made by Nick Svehla and a second from Steve Ryan to approve the February meeting minutes with additions of who made motions reviewed at next meeting.
      1. Vote:
         1. Knoke: Yes
         2. Ryan: Yes
         3. Stutzman: Yes
         4. Svehla: Yes
         5. Vossler: Yes
5. Old Business:
   1. Four staff positions open at this time.
6. Financials:
   1. Review/Approval Payroll: A motion was made by Steve Ryan and seconded by Nick Svehla to approve Payroll.
      1. Vote:
         1. Knoke: Yes
         2. Ryan: Yes
         3. Stutzman: Yes
         4. Svehla: Yes
         5. Vossler: Yes
   2. Review/Approve Financials for February: Motion was made by Steve Ryan and seconded by Nick Svehla to approve financials.
      1. Vote:
         1. Knoke: Yes
         2. Ryan: Yes
         3. Stutzman: Yes
         4. Svehla: Yes
         5. Vossler: Yes
   3. Review/Approve Checks for February 2019: Motion was made by Steve Ryan and seconded by Nick Svehla to approve the January checks.
      1. Vote:
         1. Knoke: Yes
         2. Ryan: Yes
         3. Stutzman: Yes
         4. Svehla: Yes
         5. Vossler: Yes
   4. Review/Approve adjustment to bank signature card to add Dan Bartz: Motion was made by Steve Ryan and seconded by Nick Svehla to approve the adjustment on the signature card to add Dan Bartz.
      1. Vote:
         1. Knoke: Yes
         2. Ryan: Yes
         3. Stutzman: Yes
         4. Svehla: Yes
         5. Vossler: Yes
7. New Business
   1. Authorization Signature form with Citizens State Bank was signed.
   2. Quality Report given by Shalene Shepherd, RN Quality Champion who just started 9-month Quality course financed with FLEX Grant funding.
8. Public Comment: None.
9. Medical Staff Privileges: Deferred until next month.
10. Open Discussion:
    1. Discussed details of recent Health Fair.
    2. Doctor’s Day March 30, 2019.
    3. FCHS Staff working with Friend School for Easter Egg Hunt.
    4. With the computer virus, the billing/collections/vendor payments behind.
11. Motion made by Jewels Knoke, with a second by Nick Svehla to adjourn meeting at 8:16 p.m.
    * 1. Vote:
         1. Knoke: Yes
         2. Ryan: Yes
         3. Stutzman: Yes
         4. Svehla: Yes
         5. Vossler: Yes

*Next monthly meeting* ***Tuesday, March 30, 2019***

* *Meeting Minutes to be approved at next meeting.*

*Nancy J. Vossler, Secretary*