

TRINITY MEMORIAL HOSPITAL DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
January 18, 2021

I. **CALL TO ORDER** The meeting was called to order at 5:30 PM by Randy Karnes

Board Members Present: **Randy Karnes, President**
Marjory Pulvino, Vice President
Cheryl Spearman, Secretary
Steve Hancock
Keith Johnson
Michelle Medlock

Board Members Absent:
Charles Gardner
Laura Huffman
Jerry Russ

Others Present: **Billy Goodin, Executive Assistant to the Board**
Orrin Hargrave, On Point

*-Denotes Guests that addressed the board

II. **INVOCATION** Randy Karnes provided the invocation.

III. **PUBLIC FORUM**

Randy Karnes welcomed those in attendance and there were no guests in attendance.

IV. **READING AND APPROVAL OF MINUTES**

The minutes of the December 21, 2020 Regular Monthly Meeting were reviewed by the Board.

Action: A motion to accept the minutes as written for the December 21, 2020 meeting was made by Cheryl Spearman, was seconded by Keith Johnson, and the motion was unanimously approved by the Board.

VI. **PRESENTATION OF STATISTICAL AND FINANCIAL REPORTS**

Monthly Financial Report

The monthly financial report was distributed, and it was presented by Orrin Hargrave with On Point. Mr. Hargrave reported that tax percent collections were at 38%. Mr. Hargrave also discussed the financial data as listed below, the Money Market Account balance and included the Pledge Report from the First National Bank of Trinity. Mr. Hargrave also stated that the line item of Prepaid Insurance added under Current Assets was due to the accrual accounting changes that were recently initiated. Mr. Hargrave also suggested that money be moved from the checking account to the Money Market account so that it would accrue interest.

<u>Compilation of Financial Statements – Assets</u>	<u>December 31, 2020</u>
Cash on hand	\$ 250.00
Checking	\$ 204,396.67
Money market account FNB	\$ 468,573.02
CD – Pioneer Bank 3769	\$ 133,101.94
CD – First National Bank	\$ 250,000.00
CD – Pioneer Bank 1011	\$ 111,369.67
CD - First National Bank	\$ 250,000.00
Receivables Due from HealthPoint	\$ 3,683.76
Property taxes receivable	\$ 510,112.80
Less allowance for doubtful accounts	\$ (217,354.06)
Prepaid Insurance	\$ 26,365.06
Total Current Assets	\$ 1,740,498.86

For the one-month ending, December 31, 2020, Total Revenues were **\$182,444.68** Total Operating Expenses were **\$77,279.94**. Operating Revenues in Excess of (Less Than) Expenses were **\$105,164.74**.

Action: Marjory Pulvino moved that the financial report be accepted by the Board. Michelle Medlock seconded the motion, and it was unanimously approved by the Board.

VI. PRESENTATION OF COMMITTEE REPORTS

A. Executive Committee:

1. Bank Account Signature Cards: Randy Karnes asked that all Board Members sign the signature cards at First National Bank of Trinity. Mr. Karnes also informed the Board that the November Meeting Minutes would need to be amended to reflect a list of all the Directors currently serving on the Board and that the Election vote tallies would also be added. Once the minutes are amended, he will deliver them to the bank. Marjory Pulvino stated that she will send out an e-mail to everyone when it is time to go to the bank to sign the signature cards

Action: Marjory Pulvino moved the minutes be amended. Michelle Medlock seconded that motion and it was unanimously approved by the Board.

2. Update on Community Health Resource Center: Marjory Pulvino reported that the Community Health Resource Center is ready to implement the medication cost assistance program, the loaning of gently used medical equipment and the use of the facility for support groups. However, these functions are being delayed by the lack of response from our liability insurance provider. We will continue to push getting an opinion from them.

B. Budget Committee Report:

1. Quarterly Investment Report: The Quarterly Investment Report was presented by Billy Goodin. The report included the maturity term, maturity date, rate and interest earned for each investment account. The total interest earned for the first quarter for all investments was \$731.97.

Trinity Memorial Hospital District
 Quarterly Investment Report
 January 18, 2021

Ending 12/31/2020

Pioneer Bank-Trinity								
Investment	Acct. #	Maturity Term	Maturity Date	Rate %	Previous Qtr. Value	Quarterly Interest	Current Value	Fiscal YTD Interest
CD	*****769	6 Month	2/21/2021	0.3993	132,969.52	\$132.42	133,101.94	\$331.94
CD	*****011	6 Month	2/24/2021	0.3993	111,258.87	\$110.80	111,369.67	\$277.74
				Totals	\$244,228.39	\$243.22	\$244,471.61	\$609.68

First National Bank-Trinity								
Investment	Acct. #	Maturity Term	Maturity Date	Rate %	Original Balance*	Quarterly Interest	Current Value	Fiscal YTD Interest
CD	**621	6 month	3/22/2021	0.25	250,000.00	\$155.82	250,000.00	\$464.04
CD	**620	6 month	3/23/2021	0.25	250,000.00	\$155.82	250,000.00	\$464.04
				Totals	\$500,000.00	\$311.64	\$500,000.00	\$928.08

Notes:

* FNB **621 and **620. Interest is deposited into MM.

First National Bank-Trinity								
Investment	Acct. #	Rate %			Quarterly Interest*			Fiscal YTD Interest
Money Market	**752	0.15	Interest Bearing Acct.		\$177.11			\$377.54

Total Interest From All Investments								
					Quarterly Interest			Fiscal YTD Interest
Combined Investments					\$731.97			\$1,915.30

Action: Cheryl Spearman moved that the Quarterly Investment Report be accepted by the Board. Michelle Medlock seconded the motion, and it was unanimously approved by the Board.

C. Election Committee Report:

Cheryl Spearman, Election Committee chairman, reported that the election committee met on January 11, 2021. The committee discussed the election calendar, hiring an election administrator, how many ballots should be ordered and where the election should take place. After a discussion, the committee agreed that the county election administrator, Priscilla Rasbeary, should handle the May 1 election. She will be asked to meet with the election committee on February 22 when the candidates draw for a place on the ballot. After the drawing, the election committee can discuss election concerns and the number of ballots to be ordered with her. In order to save money, the committee agreed to hold the election at city hall to coincide with the city election. The committee agreed that Cheryl will discuss this with the Board at the January meeting. The meeting was adjourned. The board members signed the Order of Election which will be sent to Priscilla Rasbeary on February 12.

Action: Cheryl Spearman made the motion to hire Priscilla Rasbeary as our election administrator. Steve Hancock seconded the motion and it was unanimously approved by the Board.

Action: Cheryl Spearman made the motion to have the election at city hall. Keith Johnson seconded the motion and it was unanimously approved by the Board.

D. Executive Assistant to the Board Report:

Billy Goodin presented the following report for the month of December 2020

- 1. **Facility:** HVAC repair at the clinic 12-22-2020. Reset 3 thermostats in the pediatric area and the condenser unit on the roof.
- 2. **Utilities:** None
- 3. **Fire and Safety: None**
- 4. **HealthPoint (Clinic):** HVAC issue listed above.
- 5. **Misc.:**
 - a. Transparency Report: Completed 1-6-2021
 - b. Tobacco Settlement Expenditure Statement-Verification of Receipt
Submitted: 1-6-2021
- 6. **Petty Cash Report:** Performed on 1/18/2021. Cash \$133.12, Checks \$0.00, Receipts \$116.88 for a total of \$250.00. Balanced - 0 short/over. Report attached.

Questions and Comments: None

VII. PRESENTATION OF HEALTHPOINT REPORT:

No representatives from HealthPoint attended.

VIII. UNFINISHED BUSINESS:

1. Annual Review and Approval of Investment Policy and Strategy: Randy Karnes referred the review to the Budget Committee with the committee's suggestions to be considered at the February meeting.

IX. NEW BUSINESS:

1. Approval TMHD 2021 Calendar-Randy Karnes presented the 2021 Calendar for review and suggestions and noted that the header should be changed from 2020 to 2021.

Action: Keith Johnson moved that the TMHD 2021 calendar be approved by the Board. Cheryl Spearman seconded the motion, and it was unanimously approved by the Board.

2. Sam's Club Account-Discussion and Action: Randy Karnes opened the floor to discussions the suggestion that the District open a Sam's Club account and obtaining a credit card to enable online purchasing and delivery. During discussions it was determined that the Plus membership would be more advantageous due to the free shipping and possible rebates. The board determined that more information regarding which card would be obtained to determine whether a Sam's Club Credit card or a Sam's Club Master Card would be more suitable for the Board needs.

Action: Keith Johnson moved that the Board obtain the Sam's Club Plus Membership and obtain the card type that will best meet the needs of the Board. Michelle Medlock seconded the motion, and it was unanimously approved by the Board.

X. ADJOURNMENT TO CLOSED SESSION, IF REQUIRED- There was no business requiring a Closed Session.

XI. REOPEN MEETING FOR SUBSEQUENT ACTIONS- There was no business requiring a Closed Session.

XII. ADJOURNMENT – There being no further business, Marjory Pulvino moved to adjourn the meeting; Cheryl Spearman seconded the motion, and the meeting was adjourned at 6:22 PM.

Billy Goodin, Executive Assistant to the Board

Date