



South Park Health Service District

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Board of Directors Meeting (04/06 file #)

19 January 2018

Attendance: Katherine (Kathy) Fitting, Connie Smith, Ashley Hill, F Charles (Charlie) Schultz, Linda Whitner, Lee Phillips

Guest: None

Call to Order @ 10:06 by Chairman, Kathy Fitting

Review of Minutes: Minutes were approved as written with a motion from Charlie and a 2nd from Connie and approved by all.

Review of Agenda-

Ashley submitted a correction to include an Update of SDA under New Business.

Reports-

Financial- Connie gave an update on Budget Filing with DOR which was completed 1/18/2018 and is now awaiting for approval. Confirmation of filing was received in the mail. Banking documents are now signed by the Board members. Connie reviewed information with Banking.

Lees asked if Tax Funds will be placed by Direct Deposit. Connie concurred and explained the process. Lee brought to the Board that we will need to hire an auditor eventually. He further discussed why we need an auditor and who might be available to us. Connie further indicated we would want someone with experience, and in Health Services. Ashley will assist with securing information on an auditor. 2017 auditors report will not be filed since we were newly formed in the November 2017 election.

Report for Proposal (RFP)- Ashley discussed what has been worked on thus far and opened the floor for discussion for further suggestions and changes. The board engaged in a lengthy discussion of explanation and changes to the proposal to better understand the needs and support available. Ashley will update the changes and forward it to the Board for final review. The plan remains to email an RFP out to 4 organizations by January 31, 2018. The board will place an article in the Flume informing the public an RFP is being submitted. We will also place it on our Web site.

Old Business

Bookkeeper- An Engagement Letter from Bookkeeper Susie Kasper was reviewed. Linda made a motion that we accepted the Engagement Letter and Connie 2nd the motion. All approved. The contract was signed by Kathy and will be sent to Susie by Linda.

Policies/ By Laws- Kathy discussed policies and asked Lee what we are in need of for the Board. According to the Statues we do not need By-laws. The only policies necessary are: EMAIL, CONFLICT OF INTEREST DISCLOSURE, and CONFIDENTIALITY.

We currently have in place an Email Policy and Conflict of Interest Disclosure. Linda will send to the board a Confidentiality policy to review and add comments.

Chamber of Commerce- A hand out was provided with the benefits of belonging to local Chamber of Commerce. The group discussed the membership but decided with higher priority issues to wait until next year to discuss it further.

New Business:

Elections of Officers- Kathy discussed this being the first meeting of the year we would need to elect officers. Charlie made a motion that we maintain/reelect the currents officers and it was 2nd by Connie. Motion was approved by all. Kathy discussed the need for electing a Vice-President to act as Chairman in her absence. Linda made a motion to nominate Ashley as Vice President and 2nd by Charlie, Charlie asked for nominations to cease, approved by all and accepted by Ashley.

Resolution- Meeting Postings Locations. Designated Meetings/Agenda's will be posted at Fairplay Post Office, Fairplay Library, then alternate between

Alma Post Office and Jefferson Post Office. A motion by Ashley was made to adopt Designated Posting areas, 2nd by Connie and approved by all.

Election Resolution – The board reviewed Resolution #4 Election Resolution and it was discussed by Lee. A motion was made by Charlie to approve Resolution #4 and 2nd by Ashley, approved by all. The Election Resolution was signed by Kathy and will be given to Deb Green by Linda.

Designated Election Official for SPHSD was accepted by Deb Green.

Self-Nomination- the Self- Nomination Form was reviewed and corrections were made. Ashley, Kathy and Charlie will need to complete a form.

Call for Nominations- Corrections to the form were discussed and corrected. Linda will submit the form for Legal Notices in the Flume by 1/26/18. Call for nominations will also be placed on our Web site.

SDA Update- Ashley provided the board with an update on Legislative Bills HB10-39 and HB10-56. Discussion continued. Lee will provide the board with copies.

Adjournment: The meeting was adjourned @ 11:55am.

Next meeting will be February 16, 2018 @ 10 AM