



~Approved 1/5/2021~

**Regular Board Meeting**

**Tuesday, December 1, 2020**

**9:00 a.m. – Microsoft Teams Conference Call**

**Board Members Present:**

Greg Cook – Koochiching County Unorganized  
Tom LaMont – City of Effie  
Teresa Kittridge – Marcell Township  
Marie Lovdahl – Itasca County Unorganized  
Meredith Morneau – Itasca County At-Large  
Kenny Porter – Bigfork Township  
George Rounds – Stokes Township  
Larry Salmela – Carpenter Township  
Dan Sursely – City of Big Falls  
Heidi Watson – Koochiching County At-Large

**Board Members Absent:**

Linnette Davidson – Wirt Township

**Others:** Dr. Ed Anderson, Darla Anderson, Dani Donner, Dan Heinecke, Angela Kleffman, Dean Sedgwick, Sally Sedgwick, Aaron Saude, Renee Tower, Laura Vaneps

*Chairman Dr. George Rounds called the regular monthly board meeting to order at 9:00 a.m.*

*The meeting opened with prayer.*

*The mission of Bigfork Valley is to provide a continuum of quality health care and community services rooted in excellence and delivered with skill and compassion.*

**I. Roll Call**

Attendance was taken.

**II. Community Comments**

No comments.

**III. Approval of Agenda**

A **motion** to approve the agenda was made by Greg Cook, seconded by Kenny Porter. The motion passed unanimously.

**IV. Approval of Regular Board Meeting Minutes 11/16/2020**

A **motion** to approve the November 16, 2020, Regular Board meeting minutes as presented, was made by Teresa Kittridge, seconded by Kenny Porter. The motion passed unanimously.

**V. Information, Discussion and/or Action**

**A. Finance Committee Report**

The Finance Committee reviewed the financials on Tuesday, November 24.

Darla Anderson presented the October 2020 financial dashboard report.

**B. Financials**

A **motion** to accept the financial report for the month of October was provided by the Finance Committee, seconded by Teresa Kittridge. The motion passed unanimously.

**C. Accounts Payable**

A **motion** to ratify the accounts payable for the month of October was made by the Finance Committee, seconded by Teresa Kittridge. The motion passed unanimously.

**D. 2021 Final Budget**

Dan Heinecke provided review of the 2021 budget (income statement, balance sheet and capital).

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A **motion** to approve the 2021 Budget was made by the Finance Committee, seconded by Kenny Porter. The motion passed unanimously.

A **motion** to approve the 2021-2025 Capital Budget was made by the Finance Committee, seconded by Teresa Kittridge. The motion passed unanimously.

**E. 2021 Certificate of Final Tax Levy**

Larry Salmela made a **motion** to set the 2021 final tax levy at \$700,000, the same amount as the proposed tax levy, seconded by Greg Cook. The motion passed unanimously.

**F. Bigfork Valley Community Foundation Partnership Agreement**

Aaron Saude provided an overview of the Bigfork Valley Community Foundation (BVCF).

Kenny Porter made a **motion** to approve a three-year Partnership Agreement with BVCF. The motion was seconded by Marie Lovdahl. The motion passed unanimously.

**G. GRACF Endowment Distribution**

A **motion** to withdraw \$21,144.00, the full amount available for distribution, was made by Kenny Porter, seconded by Marie Lovdahl. The motion passed unanimously. The funds will be earmarked for capital.

**H. Attorney General Agreement/Policy Review**

A **motion** to approve the Attorney General Agreement/Policies and Community Care Program Policy as presented, was made by Greg Cook, seconded by Larry Salmela. The motion passed unanimously.

**I. CEO Report**

Aaron Saude reported that the opportunity to refinance bonds comes available in December. The COVID-19 Short Term Emergency/Health Care Response Funding Survey was submitted to the Minnesota Department of Health for potential additional COVID-19 funds. Price transparency will be required January 1. The nursing home census is low. The Villa has three open apartments. The Balsam Clinic is closed.

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Kenny Porter and Linnette Davidson were thanked for their years of service.

**J. Certify Election Results**

The Northern Itasca Hospital District Board of Directors Election was held on Tuesday, November 3, 2020. The following individuals received the highest number of votes:

Bigfork Township (4-year Term)

- Clinton Cook

City of Bigfork (2-year Term)

- Joanie Olson

City of Effie (4-year Term)

- Tom LaMont

Itasca County Unorganized (4-year Term)

- Marie T. Lovdahl

Marcell Township (2-year Term)

- Teresa Kittridge

Pomroy Township (2-year Term)

- Gordon Rahier

Stokes Township (4-year Term)

- George Rounds

Wirt Township (4-year Term)

- Dean Sedgwick

Koochiching County Unorganized (4-year Term)

- Gregory S. Cook

A **motion** to certify the November 3, 2020 election results was made by Kenny Porter, seconded by Heidi Watson. The motion passed unanimously.

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Terms begin on Monday, January 4, 2021.

**K. Elect Officers**

A **motion** to nominate and elect George Rounds as chair was made by Larry Salmela, seconded by Heidi Watson. The motion passed unanimously.

A **motion** to nominate and elect Heidi Watson as vice chair was made by Larry Salmela, seconded by George Rounds. The motion passed unanimously.

A **motion** to nominate and elect Larry Salmela as treasurer was made by Heidi Watson, seconded by George Rounds. The motion passed unanimously.

A **motion** to nominate and elect Teresa Kittridge as secretary was made by Heidi Watson, seconded by George Rounds. The motion passed unanimously.

Officers elected will take office at the close of this meeting.

**L. Employee Appreciation**

Emma Ivanovic, Fawn Smith, Gloria Madsen, Katie Gilbertson and Lorna Pula were nominated to receive employee appreciation gift certificates for outstanding job performance. A **motion** to approve the nominations was made by Greg Cook, seconded by Heidi Watson. The motion passed unanimously.

**M. Education**

The board continues to use the six-part educational series that was put together by the National Rural Health Resource Center for education.

**N. Virtual MHA Winter Trustee Conference**

The MHA Winter Trustee Winter Conference will be held virtually January 14-15, 2021.

The registration fee for the boot camp is \$159 per person.

The registration fee for the general conference is \$199 per person.

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A **motion** to authorize registration fees for all board members to attend both the boot camp and general conference was made by Larry Salmela, seconded by Marie Lovdahl. The motion passed unanimously.

At 10:24 a.m., a **motion** to adjourn the meeting was made by Kenny Porter, seconded by Heidi Watson. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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