

RSA BOARD MEETING MINUTES
December 10, 2020
12:30 PM – Ouray County 4H Center Ridgway, CO

1. Meeting Called to Order at 12:33pm. Present: *Board Members*: Joey Huddleston, Coleen Mc Elroy, Vonnie Kuijvenhoven, *Staff*: Karla Cline
Absent: *Board Member* Craig Hinkson, Bill Halterman, *Provider*: S. Blakney, Dr. JGates
2. Review of Agenda: Remove #5
3. Public Input: NONE
4. Approval of Minutes: MOTION TO APPROVE RSA BOARD MEETING MINUTES FOR NOVEMBER 19, 2020. Joey moves, Coleen seconds, all in favor. MOTION PASSED.
5. Discussion with Medical Provider (Dr. Gates): NONE (Dr. Gates absent)
6. Old Business
 - a. Comprehensive building plan: No movement on the plan.
 - i. Joel and John Nixon have not met yet.
 - ii. Snipps needs to be contacted again. Joey would like a plan before he meets with them. Vonnie would like Snipps to provide estimate of project. We have used 35k in the budget, but we don't really have a sense if this is realistic.
 - b. Inventory Update:
 - i. There are three items that still need to be located.
 - ii. MMC has not provided RSA inventory numbers for the disposed computers so have not been reimbursed for this expense
 - c. Action Item Review
 - i. Replace AED – Joey will do
 - ii. Karla still needs to contact SDA
7. Report from the Administrator

Calendar Review

December:

- 10: Last day to receive county assessor's final revenue statement
- Update revenue projections based on final County Notice of Certification of Values (received by 12/10)
- <15: Certify Mill Levy
- <15: Resolution: Approval of Budget
- <15: Resolution: Appropriation of Funds
- <15: Resolution: Approval of Mil Levy
- <15: Budget Message 15: Adopted budget due to county
- Update contract Exhibit 2 listing of RSA property under lease.
- Upload following year's budget into QuickBooks
- Set meeting calendar for following year

- Arrange for meeting space for following year
- Prepare transparency notice for publication (not mandated)

January

- Elect officers
- Engage CPA for Audit Exemption
- Finalize End of Year books
- Prepare financials for Audit Exemption
- Final Inventory presented and approved by Board
- Board Resolution on Officers and Authorizes signers of checks and bank docs
- New signature cards if needed
- **31: Certified budget to be received by DOLA**

Correspondence

- Insurance Policies- Workers Comp and Liability (property and Officers/Directors)
- Certification of Values
- Certification of Election

Financial Statements – In Dropbox

Invoices/Checks

- EclinicalWorks
- SDA – 2 checks
- Snipps
- Karla Cline- reimbursement for batteries for scanner
 - a. MOTION TO APPROVE PAYMENT OF NOVEMBER BILLS. Joey motions, Coleen seconds, all in favor. MOTION PASSED.
 - b. MOTION TO APPROVE PAYMENT OF DECEMBER BILLS. Joey motions, Coleen seconds, all in favor. MOTION PASSED

8. New Business

- a. Certification of Election: Karla presents a summary of RSA mil levy question results. Overall results were presented as well as individual precincts.
 - i. Karla will place a “Thank you” on the RSA webpage
 - ii. Joey may write a “Thank you” letter to the editor of the Plaindealer
- b. Resolutions:
 - i. MOTION TO HAVE VICE PRESIDENT SIGN RESOLUTIONS IN LIEU OF SECRETARY. Coleen motions, Joey seconds, all in favor. MOTION PASSED
 - ii. MOTION TO ADOPT 2020-06 Resolution: Adoption of 2021 Budget. Coleen motions, Joey seconds, all in favor. MOTION PASSED.
 - iii. MOTION TO ADOPT 2020-07 Resolution: Certification of Mil Levy. Joey moves, Coleen seconds, all in favor. MOTION PASSED
 - iv. MOTION TO ADOPT 2020-08 Resolution: Appropriation of Funds. Coleen moves, Joey seconds, all in favor. MOTION PASSED

c. Other: 4 H Center will cost \$20 per month to rent for meetings. Vonnie notes that it is critical for the meeting to remain in Ridgway in order to accommodate MMC. The 4 H venue also offers ample space for public attendance with social distancing.

i. MOTION TO APPROVE RENTAL OF 4 H FACILITY FOR FIRST QUARTER OF 2021, (JAN/FEB/MARCH). Coleen motion, Joey seconds all in favor.

MOTION PASSED

9. Next Meeting: 2021 Board Meetings at **12:30pm**, Ouray County 4H Center, Ridgway, CO

1. January 21, 2021
2. February 18, 2021
3. March 18, 2021
4. April 15, 2021
5. May 20, 2021
6. June 17, 2021
7. July 15, 2021
8. August 19, 2021
9. September 16, 2021
10. October 21, 2021
11. November 18, 2021
12. December 9, 2021

10. Adjourn: MOTION TO ADJOURN MEETING. Coleen motions, Joey seconds, all in favor.

ADJOURNED AT 1:08 PM