

RSA BOARD MEETING MINUTES
December 14, 2021
12:30 PM – Ridgway Public Library Ridgway, CO

1. Meeting Called to Order at 12:34pm. Present: *Board Members:* Joey Huddleston, Vonnie Kuijvenhoven, Bill Halterman, Nancy Nixon, Coleen McElroy *Staff:* Karla Cline
Public: Dr. Carolyn Dresler *Provider:* S. Blakney, Dr. J Gates
2. Review of Agenda: no changes
3. Public Input: none
4. Approval of November 16, 2021 RSA Board Meeting Minutes
 - a. MOTION TO APPROVE RSA BOARD MEETING MINUTES FOR NOVEMBER 16, 2021. Coleen moves, Nancy seconds, all in favor. MOTION PASSED.
5. Discussion with Medical Provider
 - a. Interior of building looks great
 - b. Ice dam causing ice build up in front of rear door. There is heat tape in gutter so this will be turned on to see if it helps with issue.
 - c. This is Josie's last week at MMC although she is going to continue with billing from home.
 - d. Paper towel dispensers are still needed in East Wing. MMC will look into this. Central Distributing is recommended.
6. Old Business
 - a. East Wing Update
 - i. Non-delivery of one of the exam chairs remains an issue. A letter from a lawyer has been sent and the RSA will await a response.
 - ii. Single door upper cabinets have not been delivered.
 - iii. The 3rd exam room has the thermostat where the other cabinet was planned. Likely, this cabinet will be installed elsewhere.
 - iv. MMC will order the break room chairs and RSA will reimburse
 - b. Backflow Preventer Update:
 - i. none
 - ii. both building and sprinkler system (to determine functioning) should be tested
 - c. Inventory Update
 - i. Karla presented Missing Items with 7 items listed. All of these items entered RSA inventory between 1995-2001. MOTION TO REMOVE MISSING ITEMS (7) FROM RSA INVENTORY DUE TO AGE AND INABILITY TO LOCATE. Collen motions, Joey seconds, all in favor. MOTION PASSED.
 - ii. Disposed of Items report presented.
 - iii. New Inventory Items added in 2021 report presented.
 - iv. 2021 RSA Inventory Report will be presented in January.

7. NEW BUSINESS:

a. Resolutions

i. 2021-04 Resolution: Certification of Mil Levy

1. MOTION TO ADOPT 2021-04 Resolution: Certification of Mil Levy. Joey motions, Bill seconds, all in favor. MOTION PASSED.

ii. 2021-05 Resolution: Adoption of 2022 Budget

1. MOTION TO ADOPT 2021-05 Resolution: Adoption of 2022 Budget. Coleen motions, Joey seconds, all in favor. MOTION PASSED.

iii. 2021-06 Resolution: Appropriation of Funds

1. MOTION TO ADOPT 2021-06 Resolution: Appropriation of Funds. Joey motions, Coleen seconds, all in favor. MOTION PASSED.

b. Other: Brief review of Budget Spreadsheet which projects impact of income/expenditures across 10-year period.

8. Report from Administrator

- a. Resolutions 1) Certification of Mill Levy 2) Appropriation of Funds 3) Approval of Budget will be submitted to Ouray County by December 15th
- b. SDA Property and Liability Insurance policy has arrived for 2022
- c. Record retention: SDA provided best practices which indicate that PRIMARY copy should be retained 3-5 years, depending on document, and some documents should be retained indefinitely. RSA determines that digital copies uploaded in Drop Box are to be considered Primary documents, and paper documents are secondary. Secondary copies will be retained for one year.

MOTION TO ACCEPT INVOICES AS PRESENTED. Coleen moves, Bill seconds, all in favor.
MOTION PASSED.

9. Next Meeting: 2022 Board Meetings at **12:30pm**, Ridgway Public Library, Ridgway, CO

1. January 18, 2022
2. February 15, 2022
3. March 15, 2022
4. April 19, 2022
5. May 17, 2022
6. June 21, 2022
7. July 19, 2022
8. August 16, 2022
9. September 20, 2022
10. October 18, 2022
11. November 15, 2022
12. December 13, 2022

10. Adjourn: MOTION TO ADJOURN MEETING. Bill motions, Nancy seconds, all in favor.

ADJOURNED AT 1:40 PM