

**TRINITY MEMORIAL HOSPITAL DISTRICT**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**May 17, 2021**

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- 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  
Patricia Rogers  
Laura Huffman  
Michelle Medlock  
Steve Hancock  
Keith Johnson

**Board Members Absent:** Jerry Russ

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

\*-Denotes Guests that addressed the board

- II. **INVOCATION** Steve Hancock provided the invocation.

III. **ELECTION COMMITTEE**

1. Installation of Board Positions 1- Patricia Roger, Position 3- Marjory Pulvino, Position 5 Michelle Medlock, Position 7- Cheryl Spearman & Position 9- Jerry Russ. Election documents to include Certificate of Election, Statement of Officer, and Oath of Office were completed by all newly elected officers with the exception of Jerry Russ who was absent due to health issues. Billy Goodin administered and notarized the Oath of Office for all of the newly elected officers that were present. Annual forms to include Confidentiality and Conflict of Interest Statements were completed and signed by all present Board Members.

IV. **PUBLIC FORUM**

Randy Karnes welcomed those in attendance and there were no guests and no topics opened for discussion.

V. **READING AND APPROVAL OF MINUTES**

The minutes of the April 19, 2021 Regular Monthly Meeting were reviewed by the Board.

**Action:** A motion to accept the minutes as written was made by Marjory Pulvino. Cheryl Spearman seconded the motion and it was unanimously approved by the Board.

**VI. PRESENTATION OF STATISICAL 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 88%. 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 noted that the income statement did not reflect any over budget line items to date.

<b><u>Compilation of Financial Statements – Assets</u></b>	<b><u>April 30, 2021</u></b>
Cash on hand	\$ 250.00
Checking	\$ 239,214.10
Money market account FNB	\$ 918,911.93
CD – Pioneer Bank 3769	\$ 133,284.82
CD – First National Bank	\$ 250,000.00
CD – Pioneer Bank 1011	\$ 111,481.21
CD - First National Bank	\$ 250,000.00
Receivables Due from HealthPoint	\$ 16,106.68
Property taxes receivable	\$ 510,112.80
Less allowance for doubtful accounts	\$ (217,354.06)
Prepaid Insurance	\$ 11,299.30
<b><u>Total Current Assets</u></b>	<b>\$ 2,223,306.78</b>

For the one-month ending, April 30, 2020, Total Revenues were **\$68,300.20**, Total Operating Expenses were **\$36,176.58**. Operating Revenues in Excess of (Less Than) Expenses were **\$32,123.62**.

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

**VI. PRESENTATION OF COMMITTEE REPORTS**

**A. Executive Committee:**

1. Randy Karnes briefly discussed a lunch meeting between the executive committee and Eric Todd with HealthPoint during which a gift of appreciation for his service to the community was presented. Mr. Karnes also discussed utilizing the experience of Mr. Todd as an advocate for the Board when situations where a liaison may be helpful when dealing with state and federal governmental agencies. Mr. Karnes also updated the Board on the status of obtaining a partner to open the E. R. and hospital.
2. Also, Randy reported that the Appraisal District is having to charge more for their services this year.
3. Appraisals have gone up. July will be the month for tax protests.

**B. Budget Committee Report:**

1. Review of Proposed Budget for YE 6-30-2021: The proposed Budget compiled by the Budget Committee was discussed by the board. The public hearing date was scheduled for June 21, 2021 during the regular monthly meeting.

2. Resolution #0004-2121-Approval of Proposed Budget for YE 6-30-2022.

Resolution #0004-2021 Approval of Proposed Budget for YE 6-30-3022was unanimously signed in agreement by the Board Members Present.

**Action:** Keith Johnson moved that the Board approve the Proposed Budget and set the hearing date for June 21, 2021. Cheryl Spearman seconded the motion, and it was unanimously approved by the Board.

3. Resolution #0005-2021 Letter to Engage Auditor: The Board issued a Resolution to Engage Auditor in preparation for the upcoming audit for the YE 6/30/2021. All present Board Members present signed the resolution in agreement.

**Action:** Marjory Pulvino moved that the Board draft a Letter to Engage Auditor for the YE 6/30/2021. Laura Huffman seconded the motion, and it was unanimously approved by the Board.

**C. Community Health Resource Center Report:**

Marjory Pulvino reported that Advisory Committee is waiting on bids for providing insurance that will include the activities of the CHRC. After insurance for these activities is obtained it is anticipated that activities will begin immediately.

**E. Executive Assistant to the Board Report:**

Billy Goodin presented the following report for the month of April, 2021

**1. Facility:** Pediatric HVAC unit needs repair (see below)

**2. Utilities:** None

**3. Fire and Safety:** None

**4. HealthPoint (Clinic):** HVAC -on going issue with the main HVAC unit for the pediatric clinic- Comparison estimates for repair versus replacement were received and it appears that repair would be the best option at this time. The most favorable bid for repair was received from Wellborn Mechanical Services for 7,709.00 (includes replacement of 1 inverter compressor and 1 inverter board on the Daikin, VRV system, removal of old compressor, test for burned refrigerant, clean if needed, installation and performance of startup and check out.

**5. Misc:**

Tobacco Settlement Share Award Letter was received on 4/23/2021 for the amount of \$17,411.67.

- 6. Petty Cash Report:** Monthly Petty Cash Verification was performed on 5/17/2021. Cash \$1237.90, Receipts \$127.10 for a total of \$250.00. Balanced to assigned total of \$250.00 - 0 short/over. Verified by Cheryl Spearman, Secretary. Report attached.

**Questions and Comments:** None

**VII. PRESENTATION OF HEALTHPOINT REPORT:**

Randy Karnes presented the monthly YTD Status Report submitted by Terri Sabella CEO of HealthPoint to the Board that included Visits by Provider, Patients by Provider, Visits by Payor Source, and Visits by Poverty Level. Steve Hancock asked if she could include visits by age.

**VIII. UNFINISHED BUSINESS: None**

**IX. NEW BUSINESS:**

1. Resolution #0006-2021-Tax Sale Document Signatures: Randy Karnes discussed the need of a Resolution to enable the President, Vice President and Secretary to sign Tax Sale Documents on behalf of the Board. The new resolution will be revised to update present Board Members.

**Action:** Marjory Pulvino moved that the Board draft a Letter to Engage Auditor for the YE 6/30/2021. Cheryl Spearman 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, Laura Huffman moved to adjourn the meeting; Michelle Medlock seconded the motion, and the meeting was adjourned at 6:37 p.m.**

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Billy Goodin, Executive Assistant to the Board

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Date