



Southwest Healthcare District Board of Director's Meeting

October 3, 2024 @ 5:30 P.M.

3801 Park Drive, Senior Room

MINUTES

1. Call to Order **5:46 p.m.**
2. Pledge of Allegiance
3. Roll Call of Directors
Present: **Cheryl Bert, Militsa Brennan, Anne Burnaugh, Tiffany Matte** Absent: **Camie O'Hara**
4. Public Comment: **None, no public was in attendance.**

Old Business

5. Review and Approve Minutes September 5, 2024

Motion Anne 2nd Militsa Ayes 4 Nays 0 Abstain 0

Financial Business

6. Treasurer's Report: CBT \$100,738.69 County Fund \$268,455.69

7. Financial Reports: **Reports provided, 2023 Audit still in progress with additional information requested.**

8. Approve and Pay Bills

Motion Tiffany 2nd Cheryl Ayes 3 Nays 0 Abstain 1 (Tiffany)

Ck #'s

20747 Militsa Brennan \$80 Board stipend

20748 Cheryl Bert \$80. Board stipend

20749 Anne Burnaugh \$80 Board stipend

20756 Tiffany Matte \$80 Board stipend

20757 Deborah Angel \$480 September bookkeeping services

20758 Tiffany Matte \$79.47 Supply Reimbursement (stamps & travel bag for Treasurer's items)

20760 Tri Canyon Insurance \$2090 Board Director's insurance policy

20761 Consumer Cellular \$51.20 SWHC district cell phone

9. Approve Reimbursement request: CSDA Workshop: The Art of Electronic Records Management (\$285.00) for Anne Burnaugh

Motion Tiffany 2nd Militsa Ayes 3 Nays 0 Abstain 1 (Anne)

Ck # 20759 Anne Burnaugh \$285 reimbursement for conference workshop

New Business

9. Discuss and Approve Record Ad Hoc (Website, Reports, Digitization, et al)-Tiffany

Motion Cheryl 2nd Anne Ayes 3 Nays 0 Abstain 1 (Tiffany)

10. Discuss and Approve CSDA Transparency Certification

Motion Anne 2nd Cheryl Ayes 4 Nays 0 Abstain 0

11. Discuss and Approve Resolution 20240905-01: Banking Resolution

Motion Cheryl 2nd Tiffany Ayes 3 Nays 0 Abstain 0

12. Discuss and Approve Record Storage Location – **Tabled**

13. Discuss and Approve Updated SWHC Expense Reimbursement Form

Motion Militsa 2nd Tiffany Ayes 4 Nays 0 Abstain 0

14. Director's Reports: **No reports provided.**

15. Adjourn: **6:30 p.m.**

Motion Militsa 2nd Tiffany Ayes 4 Nays 0 Abstain 0

Next meeting: November 7, 2024