

# Selma Health Care District Board of Directors

## Special Meeting

Wednesday, February 7<sup>th</sup>, 2018

7:00 P.M.

### Meeting Location (Americans with Disabilities Act Compliant)

Selma Senior Center: 2301 Selma St. Selma, CA 93662

#### 1) Call To Order

- a) Roll Call
- b) Disclosure of Conflicts of interest. Any Board member who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.

#### 2) Public Comments

- a) This time is reserved for members of the public to address the Selma Health Care District Board on any matter not stated on the agenda. The board may briefly respond to statements made or questions posed, however please contact the President of the board at [rosegrobertson@yahoo.com](mailto:rosegrobertson@yahoo.com).

#### 3) Action Items

- a) **Consideration to Approve Directors and Officers/General Liability Insurance**
  - i) The Board shall discuss and possibly take action on purchasing directors and officers, and General liability insurance.
- b) **Consideration to Pay California Special District Association Membership dues**
  - i) The board shall discuss and possibly take action on paying membership dues for the California Special District Association.
- c) **Consideration to Change Bank account information**
  - i) The board shall discuss and possibly take action on name and address changes to the Selma Health Care District Bank account.
- d) **Consideration to change name and address for checks to the Selma Health Care District**
  - i) The board shall discuss and possibly take action on changing the name and address currently used for checks to the Selma Health Care District.
- e) **Consideration to Approve time sheet for Administrative Secretary**
  - i) The board shall look over and possibly take action on approving the time sheet and payment process for the Administrative Secretary.

#### 4) Discussion items (possible action)

- a) **Ad-Hoc Committee Report**
  - i) The board shall hear the report from the Ad-Hoc and will take the suggestion of the committee into consideration.
- b) **Consideration to provide and annual report and create a budget**
  - i) The board shall discuss and possibly take action on creating a budget and/or annual report for the Selma Health Care District.

#### 5) Items of Discussion

- a) Next Meeting

#### 6) Announcements

#### 7) Adjournment

# Selma Health Care District Board of Directors Meeting Minutes

Wed February 7<sup>th</sup>, 2018 Special Board Meeting

## Roll Call of Members:

<u>Board Member:</u>	<u>Status:</u>
Board President Rosie Robertson	Present
Board Treasurer Leticia Gallardo	Present
Board Member Lorraine Avalos	Present
Board Member Linda Esquivel	Absent
Board Member Stan Louie	Tardy (7:43pm)

### 1. Public Comment

- a. None

### 2. Action items

#### a. Directors and officers Insurance

- i. The board was presented with the Insurance policy and packet for Directors and Officers/ General Liability insurance. The price was \$2,346.61 for 2.5 million in coverage, this was significantly less than the \$8,000.00 for 1 million of coverage originally.

1. Treasurer Gallardo Moved to Purchase Insurance  
Member Avalos 2<sup>nd</sup>  
Vote: Unanimous Aye vote.

#### b. Becoming a member of the CA Special District Association

- i. It was discussed if the board would join the CaSDA and pay the \$587 membership fee.

1. Member Avalos moved to Pay and join  
2<sup>nd</sup> Treasurer Gallardo  
Vote: Unanimous aye vote.

#### c. Bank Account Information Change

- i. It was discussed that there were still names of past members of the board that were still on the Bank account information.

1. Member Avalos Moved to update the Address for the bank account to 1710 Tucker St. Selma, Ca 93662.  
Treasurer Gallardo 2<sup>nd</sup>  
Vote: Unanimous Aye vote

#### d. Bank account name.

- i. It was discussed that, Larry Jorge, was still the name checks for the SHCD, and that the name should be removed.

1. Member Avalos Moved to Change the name of the checks coming to the SHCD to the new relevant person and remove Larry Jorge.  
2<sup>nd</sup> Gallardo  
Vote: Unanimous aye vote.

**e. Employee Time Sheet**

- i. The time sheet for the Administrative Secretary was presented
  - 1. Member Avalos moved to approve the time sheet  
2<sup>nd</sup> Treasurer Gallardo  
Vote: Unanimous Aye vote.

**3. Discussion Items**

**a. Ad-Hoc Committee Report**

- i. The ideas that the ad hoc committee brought forward were read, the report is attached. It was agreed that a Grant Application would be brought back to the board for approval as soon as possible.

**b. Consideration to Provide and annual report**

- i. The idea to provide an annual report was brought up and some suggestions were given by the attorney, the logistics and procedure for an annual report will be discussed by the President, Attorney, and Admin Secretary to be brought back to the board at a later time.

**4. Announcements**

**a. Treasurer Gallardo**

- i. Stated the SHCD account balance is at \$236,197.83.

**5. Adjournment**

- a. Adjourned at 8:05pm

Respectfully submitted,



Administrative Secretary