

**SPECIAL MEETING**  
**SELMA HEALTH CARE DISTRICT**  
**BOARD OF DIRECTORS**  
**Selma Senior Center, 2301 Selma St. Selma Ca. 93662**  
**THURSDAY, NOVEMBER 30TH, 2017**  
**6:30 PM**  
**AGENDA**

• **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**

Any person wishing to address the Board on a subject not listed on the agenda may do so at this time. (State your name and address and please keep your comments to three (3) minutes.)

**3. CLOSED SESSION:**

**PUBLIC EMPLOYMENT:**

**Title: District Secretary**

**Update on Hiring of District Administrative Secretary**

**4. ACTION ITEMS**

- a. Minutes: Review and approval of Minutes from August 31, 2017 Selma Health Care District Meeting.
- b. Financial Report: Board Treasurer.
- c. **NEW BUSINESS/ACTION**
  1. Consideration and action to purchase website design, construction and monthly hosting from Leon's Computers.
  2. Consideration and action to purchase Errors and Omissions Liability Insurance.
  3. Consideration and action regarding annual budget.

**5. INFORMATIONAL ITEMS**

1. Discussion of ad hoc committee
2. Discussion of limitation of grant requests and elimination of deferred funding
3. Discussion of information with CPA
4. Update on Selma Health Care District computer

## **5. BOARD MEMBER COMMENTS**

## **6. ANNOUNCEMENTS**

- Next Meeting - Regular Board Meeting: February 2018 (subject to change)

## **7. ADJOURNMENT**

### **PUBLIC COMMENTS AND INQUIRIES**

At a Board meeting, those who wish to be heard on matters on the agenda should indicate their desire to speak when the item is ready for discussion. If, at the meeting, you wish to discuss an item, which is not on the agenda, you may indicate your desire to do so under "Public Comments". In order to allow time for all public comments and inquiries, the time for individual comments may, at the discretion of the Chairman of the Board, be limited to five minutes. If you wish to request time on an upcoming Board Agenda to present a particular item or matter to the Board, you may contact the District by 5:00 p.m. seven business days prior to the scheduled Board meeting to so request. If the matter is within the Board's jurisdiction, and the Board has not taken action or considered the item at a recent meeting, the District may place the item on the agenda. When addressing the Board, you are requested to come forward to the speaker's podium, state your name and address, and then proceed with your presentation.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate at this meeting, please contact the District at 559-891-2310. Notification provided a minimum of 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. Pursuant to the ADA, the meeting room is accessible to the physically disabled.

# Selma Health Care District Board of Directors Meeting Minutes

Thursday, Nov 30th, 2017 Quarterly Board Meeting

Roll Call of Members:

<b><u>Board Member:</u></b>	<b><u>Status:</u></b>
Board President Rosie Robertson	Present
Board Treasurer Leticia Gallardo	Present
Board Member Lorraine Avalos	Present
Board Member Linda Esquivel	Present
Board Member Stan Louie	Present

Called to Order 6:30 PM

**1. Public Comment**

a. None

**2. Closed Session**

a. The board went into closed session briefly for a personnel matter.

**3. Action Items**

**a. August 31<sup>st</sup> meeting minutes**

i. The board was presented with the minutes. Member Louie expressed that he believed that a vote for the July minutes was not taken.

1. Member Avalos moved for the Continuation of the August 31<sup>st</sup>, 2017 minutes

Treasurer Gallardo 2<sup>nd</sup>

Vote: Unanimous Aye vote

**b. Financial Report**

i. The Financial Report was read to the board by Treasurer Gallardo. (A copy is attached.)

1. Treasurer Gallardo moved to accept the Financial Report as read

Member Avalos 2<sup>nd</sup>

Vote: Unanimous Aye Vote

#### **4. Action Items**

##### **a. Computer/ Website Agreement**

- i. The board was presented with a proposal for a website design and maintenance plan for \$2,977.00 The web design would be a one-time fee of \$1,849.00, as well as two fees of \$169.00 and \$959.00 for the domain and maintenance of the site, respectively.

1. Treasurer Gallardo moved to purchase the website, with maintenance and upkeep.

Member Avalos 2<sup>nd</sup>

Vote: Aye's- Avalos, Esquivel, Gallardo, Robertson. No's- Louie (Motion passed)

##### **b. Option to purchase Directors and Officers insurance/ General Liability Insurance**

- i. The Board was presented with options for insurance of both sorts but, President Robertson explained the board should get other quotes before purchasing the insurance.

1. Member Avalos moved to continue this item

Treasurer Gallardo 2<sup>nd</sup>

Vote: Unanimous Aye vote.

##### **c. By- Law amendments**

- i. The board was presented with the suggested By-Law amendments from the Legal Advisor. The board decided to have the Legal Advisor come back with more suggested amendments to make the By-Laws more clear and transparent.

1. Treasurer Gallardo Moved to Continue this item

Member Avalos 2<sup>nd</sup>

Vote: Unanimous Aye vote

#### **5. Discussion Items**

##### **a. Ad-Hoc Committee**

- i. It was agreed that the Ad-Hoc for coming up with a new method of giving grants out would meet and report back at the next meeting.

**b. Limitation of Grant Requests**

- i. President Robertson explained the idea that if the board doesn't come up with a plan to limit the amount for each grant request that the board would go in the red at some point. The Legal Advisor gave some ideas as to how the board could come up with such a policy.

**c. Information with CPA**

- i. President Robertson gave some information that the CPA would be doing audit reports for the past 4 or more years.

**d. Computer Update**

- i. This item was discussed in the action item previous

**e. Annual Report**

- i. This item was discussed in item C under discussion.

**6. Announcements**

- a.

**7. Adjournment**

- a. Adjourned at 8:30 pm

Respectfully submitted,



**Administrative Secretary**

TREASURER'S REPORT FOR THE SELMA HEALTH CARE DISTRICT

BALANCE FOR MAY 31

\$320,974.48

CHECK #1380 ALMS BAND BOOSTERS

\$6,693.00

CHECK # 1381 CENTRAL VALLEY HEALTH FOUNDATION HOSPITAL GARDEN

\$25,000.00

BANK FEE

\$3.00

PAID OUT

\$31,696.00

BALANCE FOR JUNE 30

\$309,722.38

CHECK #1379 CITY OF SELMA SWIM PROGRAM

\$7,120.00

CHECK #1382 COUNTY OF FRESNO GENERAL ELECTION BILL

\$4,128.90

BANK FEE

\$3.00

PAID OUT

\$11,252.90

BALANCE FOR JULY 31

\$306,814.38

CHECK # 1383 BAKER MABDOCK AND JENSEN P.C.

\$2,765.00

CHECK # 1384 WAYNE T. OTA CPA

\$140.00

BANK FEE

\$3.00

PAIDOUT

\$2,908.00

BALANCE FOR AUGUST 31

\$378,573.08

2-Aug DEPOSIT

\$71,758.70

BANK FEE

\$3.00

CURRENT BALANCE OF TODAY'S MEETING

\$378,573.08

TREASURER'S REPORT FOR THE SELMA HEALTH CARE DISTRICT

BALANCE AS OF NOVEMBER 30TH 2017 **\$162,904.01**

\* NEED TO MAKE A CORRECTION ON THE AUGUST 28, 2017 BALANCE THERE WAS A \$3.00 BANK FEE THAT NEEDED TO BE SUBTRACTED OUT  
\$378,573.08 CORRECTED TO \$378,570.08

**SEPTEMBER 2017 BALANCE \$378,570.08**

DEPOSIT 9/14 **\$8,529.09**

CHECK 1385	\$100,000.00	SELMA UNIFIED SCHOOL DISTRICT GRANT FOR ALL WEATHER TRACK
CHECK 1386	\$38,260.00	SELMA FIRED DEPT GRANT FOR TECC EQUIPT
CHECK 1387	\$24,166.96	SELMA HIGH SCHOOL BAND ASB GRANT FOR NEW BAND EQUIPT.
CHECK 1388	\$5,000.00	SELMA CARES FUNDRAISER GRANT
CHECK 1389	\$20,000.00	SELMA CANCER SUPPORT GRANT
CHECK 1390	\$20,000.00	BBNBTL BRINGING BACK BROKEN NEIGHBORHOODS
CHECK 1391	\$1,494.20	LEONS COMPUTER SHCD LAPTOP PLUS APPS
CHECK 1392	\$1,295.00	BAKER MANDOCK AND JENSEN ATTORNEY FEES
CHECK 1393	\$2,800.00	BAKER MANDOCK AND JENSEN ATTORNEY FEES
BANK FEE	\$3,00	

**OCTOBER 2017 BALANCE \$174,080.01**

CHECK 1394	\$10,800.00	CITY OF SELMA PARTIAL SHCD GRANT
CHECK 1395	\$370.00	BAKER MANDOCK AND JENSEN ATTORNEY FEES
BANK FEE	\$3,00	

**Nov-17 \$162,907.01**

Handwritten signatures and notes at the bottom of the page.

**BALANCE FOR AUGUST 31**

**\$378,573.08**

2-Aug

DEPOSIT

\$71,758.70

BANK FEE

\$3.00

**CURRENT BALANCE OF TODAY'S MEETING**

**\$378,573.08**



**Leticia Gallardo**

**SHCD TREASURER**