

John Scott Health Care Commission Meeting
Wednesday, November 13, 2019 at 5:30pm
Illinois Prairie Community Foundation @ The Foundry

Approved December 18, 2019

Commission Members: Holly Ambuehl, Deborah Halperin, Dr. Colton Sylvester, Sue Grant, Dr. Scott Hamilton, Dr. John Couillard, and Brandi Sweeney

Absent: Bernie Wrezenski, Angie McLaughlin, Deb Skillrud, Dr. Jim Swanson

Staff Administrator: Jennifer Toney

Meeting was called to order at 5:36pm by Holly Ambuehl, Chair. Holly reported that City Council accepted the slate of grants on Nov 11, 2019.

Dr. Hamilton motioned to approve the consent agenda (minutes and staff invoice); seconded by Sue. Motion approved.

Now that the council has approved the grants, Jennifer will submit invoices for processing. Checks will be sent once agreements are received. Court report is still in progress. Budget should go to finance later in November. The narrative that accompanies the budget will be reviewed by the executive committee.

The revised by-laws collapsed the budget committee into the Finance Committee. The related policies and procedures reflect this change. Dr. Couillard moved to approve the changes to the by-laws and policies; Dr. Sylvester seconded. Motion carried. The commission recommends that, if possible, the court report and the revised documents should be sent together to the Trustee.

Grants Committee

Deborah will share a summary of survey results with the grants committee. Sue and Dr. Sylvester will draft ideas on how to honor Dr. Doran including a possible proclamation from City Council. The commission discussed the evaluation proposal with concerns about scope and budget. Commissioners should read the evaluation proposal provided by Holly and be prepared to discuss as part of the budget.

Finance and Investment

Per the by-laws, the finance committee will issue an annual report to the commission. The finance committee should recommend a "floor" for the level of the checking account. The commission agreed that 10% of the budget should be in the checking account at the beginning of the fiscal year. When a transfer is to be made, Holly or Brandi will submit a request in writing including the amount and the fund. The Treasurer/Chair of the Finance committee will propose a budget for the commission to review by the end of November.

Next meeting date is December 18, 2019 from 5-6pm at Advocate BroMenn.

Dr. Sylvester moved to adjourn the meeting; seconded by Sue. Motion carried.

Submitted by
Deborah Halperin
Secretary