



Minutes
of the Meeting of the
Board of Trustees

August 25, 2003
7:00 p.m.
Carstensen/Gruben Room

Members:
Karen Thalacker – Secretary
Gary Burke
John Johnston

Members Absent:
Susan Vallem (excused)
Darold Wolf (excused)

Speakers Present:
Mike Trachta, CEO
Anne Mardorf, CFO
Darrin Gillett, Cardinal
Carol Stone

Guests Present:
Dan Rigel
Ivy Sprague
Rhonda DeBuhr
Karen Buls
Mary Mihm
Sharon Jahnke

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Thalacker at 7:05 PM.	
II. Approval of minutes	A motion was made to approve the minutes of the July 28, August 4 and 11 meetings as written.	1 st – Johnston 2 nd – Burke Approved
III. Construction Update	<p>A motion was made to approve spending up to \$23,500 on landscaping the new parking lot and north retaining wall.</p> <p>A motion was made to approve the \$81,200 bid from Vieth Construction Corporation from Reinbeck IA for excavation of footings for the new building, as recommended by Darrin Gillett, Construction Manager.</p>	<p>1st – Burke 2nd – Johnston Approved</p> <p>1st – Johnston 2nd – Burke Approved</p>
IV. Financial and Statistical Report <ul style="list-style-type: none"> • Ambulance • Home Health 	Mardorf presented the financial and statistical report for July. A motion was made to approve the financial and statistical report as written.	1 st – Burke 2 nd – Johnston Approved
V. Committee Reports <ul style="list-style-type: none"> • Performance Improvement Committee • Environment of Care Committee 	Stone presented the Performance Improvement Committee report as included in the board packet.	Accepted
VI. C.E.O.'s Report	<p>Trachta reported that the Centennial Pavilion groundbreaking went well on August 21, 2003.</p> <p>Trachta reported the hospital's website has been very successful.</p>	
VII. Medical Staff Report	Dr. Rathe was not present	
VIII. Old Business <ul style="list-style-type: none"> • Expansion Project • Houses 	<p>The Expansion Project is progressing as planned.</p> <p>The Baker house has been moved.</p>	

<p>IX. New Business</p> <ul style="list-style-type: none"> • Resolution for Reimbursement • Reappointments to the Medical Staff <ul style="list-style-type: none"> • Rachel Foelske, M.D. • John Halloran, M.D. • Appointments to the Medical Staff <ul style="list-style-type: none"> • Janel Thompson, ARNP • Kenneth McMains, M.D. • Todd Lawrence, M.D. • Perry Comeau, CRNA • Resignation from the Medical Staff <ul style="list-style-type: none"> • Dan Mulholland, M.D. • Policy/Plan Revisions: <ul style="list-style-type: none"> • Safety Management Plan • Security Management Plan • Hazardous Materials & Waste Management Plan • Emergency Management Plan • Fire Prevention Management Plan • Medical Equipment Management Plan • Utilities Management Plan • Delinquent Medical Records • Personnel Committee • Executive Committee • Finance Committee <ul style="list-style-type: none"> ▪ Capital Requests <ul style="list-style-type: none"> ▪ AS 400 Memory Upgrade 	<p>A motion was made to approve payment to Benton’s Sand and Gravel for work completed in the amount of \$23,000 to be reimbursed from revenue bond proceeds.</p> <p>Trachta presented the reappointments, appointments and resignation to Medical Staff as listed at left. A motion was made to approve the reappointments, appointments and resignation as individually considered.</p> <p>Trachta presented the Policy/Plan revisions. A motion was made to approve the revisions as presented.</p> <p>Trachta announced that the Personnel Committee selected Linda Arends for September’s employee of the month</p> <p>Trachta brought forth a motion with a second from the Personnel Committee to change the criteria for the Employee Incentive Bonus. The new criteria will raise the 5% to 8% operating margin and a 92.5% patient satisfaction survey result This will be begin in October, 2003.</p> <p>A motion was made to ratify approving Executive Committee action selecting Denman and Company to conduct the FY 03 hospital audit.</p> <p>A motion was made to approve the memory upgrade to the AS400 at a cost of \$7,904.</p>	<p>1st – Burke 2nd – Johnston Approved</p> <p>1st – Burke 2nd – Johnston Approved</p> <p>1st – Johnston 2nd – Burke Approved</p> <p>1st – Burke 2nd – Thalacker Approved</p> <p>1st – Johnston 2nd – Burke Approved</p> <p>1st – Burke 2nd – Wolff Approved</p>
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X. Adjourn	A motion was made to adjourn the meeting at 8:00 p.m.	1 st – Johnston 2 nd Burke Approved
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Next meeting will be held
September 22, 2003
Carstensen/Gruben Room

Karen Thalacker, Secretary
Board of Trustees

Mike Trachta
Chief Executive Officer