

Approved
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, June 11, 2015 – 5:30 p.m. Ledge Light Health District

The Regular May meeting of the Ledge Light Health District Board of Directors was held on Thursday, June 11, 2015 – 5:30 p.m., at Ledge Light Health District, 216 Broad Street, New London. Present were Chairperson Kent Sistare, Vice Chair Jackie Massett, Secretary Sue Vincent, Treasurer Ken Nogacek, Danielle Gelinas, Maryellen Grace, Kevin Serpa, Lewis Thomas, Director of Health Steve Mansfield, and Supervisor, Administration/Finance & Special Projects Jen Muggeo.

Absent excused were Barbara Gerrish, Stephenie Guess, and Joyce Schmidt. Absent unexcused were Steve Carlow, Candace Devendittis, and Corina Vendetto.

- I. CALL TO ORDER- Chairperson Sistare called the meeting to order at 5:33 pm.
 - a. Adoption of the Meeting Minutes of 5/14/15 - After a motion by J. Massett that was seconded by M. Grace, the minutes were unanimously approved.
- II. PUBLIC PARTICIPATION– none
- III. STAFF PRESENTATION– Kris Magnussen gave an overview of the role that LLHD has in the management of tuberculosis cases in the area.
- IV. REPORT FROM THE CHAIRPERSON- Chairperson Sistare had no news to report.
- V. COMMUNICATION FROM BOARD MEMBERS- none
- VI. REPORTS FROM SUBCOMMITTEES
 - a. Personnel- none; b. Finance- none; c. Bylaws- none; d. Health Equity- none
- VII. REPORT FROM THE DIRECTOR OF HEALTH- S. Mansfield provided detail on his written report.
- VIII. FINANCIAL REPORTS- J. Muggeo presented the financial report.
- IX. OLD BUSINESS- none
- X. NEW BUSINESS-
 - a. Review of Designated Funds
J. Muggeo presented a recommended update to the designated/committed funds. S. Vincent motioned that the list of designated funds be updated as recommended (attached). J. Massett approved the motion. After discussion, the motion was unanimously approved.
 - b. Appointment of Auditor
J. Muggeo reviewed the history of District auditors and the proposal by Hoyt, Filippetti and Malaghan LLC to continue as the auditor for FY15. J. Massett moved the board appoint Hoyt, Filippetti and Malaghan LLC as the District auditor for FY15. S. Vincent seconded the motion. After discussion, the motion was unanimously approved.

XI. OTHER- none

XII. ADJOURNMENT- After a motion by J. Massett that was seconded by S. Vincent, the meeting adjourned at 6:26 p.m.

Committed Fund Accounts

FY15
tentative

Contingencies

Emergency Operating Expenses: \$25,000
Emergency Response/PPE/Equipment: \$15,000

Operations

Operating Deficits beyond FY15: \$15,000
Health Assessment: \$50,000
IT System Upgrade: \$0

Capital Improvements

216 Broad Street: \$125,000

Staffing

Future Unemployment Benefits: \$10,000
Other Employee Paid Time Off: \$10,000
Director's Retirement Bonus \$0

Vehicles

Vehicle replacements: \$60,000

Total Committed Funds \$310,000

FY15: The Board of Directors approves the designation of committed funds as listed above. If the final FY15 numbers result in a higher fund balance than this list reflects, the additional funds will be committed to the Vehicle Replacement account. If the final FY15 numbers result in a lower fund balance than this list reflects, the funds will be taken from the Emergency Operating Expenses account and the Operating Deficits account, equally split between the two.