

**CORNING HEALTHCARE DISTRICT
BOARD MEETING
Tuesday June 16, 2020
District conference room
275 Solano Street
Corning Healthcare District Campus
Meeting Inquiries (530) 824-5451**

1. REGULAR AGENDA-

Adviser to work part time after retirement.

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REGULAR AGENDA-

2020-2021 Budget

The 2020-2021 Budget is recast to introduce a line item of operating profit and from that subtract the interest expense to get the net income. Earnings Before Interest and Taxes follows the format of Generally Accepted Accounting Principles.

All capital improvement projects will be in a separate Capital Budget.

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DISTRICT MANAGER REPORT-

Changes in Edward Jones Accounts

In the process of adding the District Manager to the account authorization, an error was discovered on the Business Account Authorization and Agreement Form provided by Edward Jones Corning branch. When we attempted to make the correction, we got absolutely no results, as our financial account advisor did not know how to correct the error.

Neither the District office nor Attorney Andrews received any correspondence from Edward Jones local office or their legal department following that conversation. During this time the District Manager was denied contact with Edward Jones due to the fact that the authorization form was not signed and couldn't be corrected to reflect accurate information.

It was decided that, after waiting over two weeks for a response, it was no longer in the Districts best interest to continue with the current financial account advisor.

At that time all Edward Jones accounts were moved to the Red Bluff office of Financial Advisor, Susie Mustaine. The move was seamless with no penalties or charges.

Immediately, Attorney Andrews was contacted by Edward Jones legal department, and corrected documents were sent to the district office for signature. The District Manager and Board President are now the authorized representatives on the account.

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REGULAR AGENDA-

Continue adviser's position part time

The day has come when we must bid farewell to our former District Manager. I would like to thank the Board for allowing me the privilege of working with her for three months. The wisdom and knowledge she offered has been priceless.

Shirley has been diligent and thorough in the completion of her duties. She left the position "turn-key" and her training was clear and concise. I am confident in my ability to manage the district business from here forward.

Although we agree we are both ready for the passing of the gauntlet, I request that she temporarily remain, part-time as Adviser. Challenges, issues and questions are sure to come up, especially with this being the end of the fiscal year. I would like to have her advice on an as needed basis for a little while longer.

Thank you for your consideration.

Tina E Bonham

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REGULAR AGENDA-

District Manager's Contract:

The existing District Manager Agreement has been edited to reflect the current manager's circumstances. The salary has been left blank for the consideration of the Board of Directors. I agreed to do the job for the stated amount at the time of hire and I will stand by those terms. If the Board is inclined at this time to make an upward adjustment, I will certainly not object.

I am grateful for the opportunity to serve the Corning Healthcare District and promise to do so to the best of my abilities.

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COMMUNICATIONS, CORRESPONDENCE AND INFORMATION:

INFORMATION ON UPCOMING CONSOLIDATED ELECTIONS

Reminder for Directors Turner and Rodriguez
Form 700

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REGULAR AGENDA-

Proposed New Maintenance Building:

Plans are complete for the new maintenance building and the renovation of the existing buildings.

The next step will be to acquire building permits. The permits are good for 2 years and can be extended at no additional charge.

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DISTRICT MANAGER REPORT-

Roof repair on 275 Solano Street

The original roofing contractor, Four Seasons Roofing, was called to examine the roof for needed repairs. They stated that the original problem was clogged drains, causing standing water on the northwest corner of the building. They submitted an estimate to remove material from the existing area of concern, check for dry rot damage and replace new material over clean, solid sheathing.

The estimate also included extending the size of the drains on all three sections of roof to prevent clogging.

A request was made for Four Seasons to send an estimate on just the repair of the roof damage. The drain size should be sufficient with annual cleaning and maintenance.

The decision to put this job out to bid will be based on the amount of the pending estimate.

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DISTRICT MANAGER REPORT-

District Adviser's Retirement:

Shirley's retirement dinner is scheduled for June 26, 2020 at 6 pm in the conference room.

Board members and staff are invited, along with Tom Andrews and Martin Engebretsen.

Please send me a brief note or email of your personal thoughts and appreciation for Shirley. I will have them printed for you to sign and they will be included in the gift that Mike is making for her.

There will be a plaque or statue from the Board recognizing her years of service to the district. I will also get a flowering plant for her house or garden.

I welcome any suggestions or changes you might have.

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REGULAR AGENDA-

Upgrade the cooling system on 155 Solano Street

To begin the process of installing the proper cooling system in on 155 Solano Street the building must be engineered to insure it will hold the weight of the necessary units.