



**Board Meeting Minutes  
March 20, 2014**

The Charlevoix County Department of Human Services Board held its monthly meeting on Thursday, March 20, 2014, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Bill Olstrom, Board Chair, at 9:00 a.m. with the following persons also in attendance:

- Oral Sutliff, Board Member
- Joel Evans, Commissioner Liaison
- Carol Timmer, Administrator
- Linda Chew, Compliance RN
- Andy Carlson, Dining Services Director
- Bonnie Hughey, Housekeeping and Laundry Director
- Carl Olstrom, Maintenance Director
- Lisa Dunson, Interim Activity Director
- Steve Hoffman, Financial Services Director
- Jane Korthase, Human Resource Director and Acting Recording Secretary

There was no public comment.

Mr. Sutliff moved to approve the amended agenda with the addition of Strategic Planning; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the February 20, 2014, meeting minutes; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

The Department Heads presented their reports.

Linda Chew presented the compliance report.

Steve Hoffman presented the financial reports.

Mr. Sutliff moved to receive the February financial reports; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the February bills in the amount of \$588,364.96; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the Capital Transfer in the amount of \$27,696.12; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

Mr. Sutliff moved to approve the Memorial Transfers totaling \$22,211.84; second by Mr. B. Olstrom.

Yeas: 2

Nays: 0

The Board discussed dates for the upcoming Strategic Planning meeting.

Mrs. Timmer presented the Administrator's Report.

The meeting was adjourned at 11:21 a.m.

Respectfully submitted,

Carol Timmer, Recording Secretary  
Bill Olstrom, Board Chair