



**Board Meeting Minutes
Regular Session
March 16, 2023**

The Charlevoix County Department of Health and Human Services Board held its regular monthly meeting on Thursday, March 16, 2023, at the facility. The following persons were in attendance:

- **Mary Jason, Board Chair**
- **Patricia Hellebuyck, Board Member**
- **Joshua Chamberlain, Charlevoix County Commissioner Liaison**
- **Joe Taylor, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

Absent: Paul Andrews, Vice Chair

Mrs. Jason called the meeting to order at 9:30 a.m.

There was no public comment.

Mrs. Hellebuyck moved to approve the amended agenda, adding a request for a Capital Budget addition; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to approve the minutes of the February 16, 2023, Board Meeting; second by Mrs. Jason.

Yeas: 2

Nays: 0

The Board reviewed the Department Head Reports.

Joe Taylor presented the Administrator's Report.

Mrs. Hellebuyck moved to approve adding \$1,675.00 in available funds from the Grandvue Endowment Fund to the fund's principle; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to receive the February 2023 financial reports; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to approve the addition of \$30,000 to the 2023 Capital Budget for Synergy Engineers to provide consulting engineering services and feasibility studies for the facility's hot water heating and domestic hot water systems; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to approve payment of the February 2023 bills in the amount of \$775,082.19; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of \$17,775.28; second by Mrs. Jason.

Yeas: 2

Nays: 0

Mrs. Hellebuyck moved to allow the transfer of funds from the Grandvue CPE Account to the Grandvue Operating Account in the amount of \$19,758.46; second by Mrs. Jason.

Yeas: 2

Nays: 0

The meeting adjourned at 10:35 a.m.

Respectfully submitted,
Jane Korthase