

**Ste, Genevieve County Health Department
Public Meeting of Board of Trustees
Minutes of June 27, 2023**

1. Call to order for regular session: A regular session of the Sainte Genevieve County Health Department was called to order by Robert Bach on Tuesday, June 27, 2023, at 4:02 PM at the Sainte Genevieve County Health Department located at 115 Basler Drive, Sainte Genevieve, MO 63670.

2. Roll call: Board members answering the roll call were Robert Bach, Leigh McNail, and Carl Kinsky, constituting a quorum. Jennifer Mueller, health department administrator, was also present. Dr. Bosner arrived shortly after the roll call.

3. Approval of Agenda: Ms. McNail moved to approve the agenda, which motion was seconded by Mr. Kinsky and then passed unanimously by the vote of all members present.

4. Consent agenda: Mr. Kinsky moved to approve the consent agenda, consisting of the minutes of the previous meeting, financial statements, and transactions by account. The motion was seconded by Ms. McNail and passed unanimously by vote of all members present.

6. Director's report: The Director's report included the following:

Community Counseling: Community Counseling indicated they would start using the small conference room likely around July 4, not June 19, as previously indicated.

Remodeling: Jennifer Mueller reported on efforts to get bids from architect for remodeling.

Post Office Box: Ms. Mueller indicated she wished to cancel the post office box and have mail delivered directly to the Health Department. There was no objection from any board members present.

7. Old Business: No old business was discussed.

8. New Business:

2022 Audit Review: Michael O'Shea presented the 2022 audit review on behalf of Crouch, Farley & Heuring. He noted an increase in revenue for charges for services from the previous year, which may have been largely the result of insurance payments for covid vaccinations. The members expressed approval with the audit.

Certificates of Deposit: After discussion, Dr. Bosner moved to roll over the MRV certificate of deposit (18704) to a new two-year certificate bearing 4.75 % interest and to move the Bloomsdale of Bank certificate of deposit to new two-year certificate of deposit bearing 4.75 % interest with MRV Bank, either in the form of one combined

certificate of deposit or two certificates. The motion was seconded by Ms. McNail and passed with the unanimous vote of all members present.

Administrative Manual Revisions, Sections 11 through 16: After discussion, on motion by Dr. Bosner, seconded by Ms. McNail, the Board members present voted unanimously to approve proposed revisions to Sections 11 through 16 of the Administrative Policy, with additional changes to Section 16.1 to reference updates by the State Treasurer on November 19, 2018.

9. Public Forum: No member of the public being present, no public forum was held.

10. Next scheduled meeting: The next scheduled regular board meeting is July 25, 2023 at 4:00 PM.

12. Adjournment: Dr. Bosner made a motion to adjourn the meeting, seconded by Ms. McNail, which passed by unanimous vote of all members present. Mr. Bach adjourned the meeting at approximately 4:45 PM.

Respectfully submitted,

Carl Kinsky, Secretary