

**BOARD OF TRUSTEES MEETING MINUTES  
DECEMBER 3, 2020**

**Members present via Zoom:** Bob Moody (Chair), Beth Llewellyn (Vice-Chair), Tom Sloan (Treasurer), Jim Brooke (Secretary), Larry McElwain, Pat Miller, Jim Brooke, Dr. Shari Quick, Beth Roselyn, Russ Johnson, Sheryle D'Amico, Traci Hoopingarner, Janette Kirkpatrick, Deb Cartwright, Brian Bradfield, Colleen Browne, Jared Abel, Michael Williams and Rebecca Smith

**Other attendees via Zoom:** Danae Johnson, Amy Northrop, Autumn Bishop and Chad Lawhorn (LJ World)

**Call to Order**

The meeting was called to order at 5:30 p.m.

**Opening Statement**

The following opening statement was read by Danae Johnson, Director – Executive Administration:

“Good afternoon. Thank you for joining the LMH Health Board of Trustees meeting. Before we get started, we’d like to outline a few important procedural details for this meeting:

- LMH Health Board of Trustees welcomes community feedback on policies and issues affecting its clinics and the hospital. In order to ensure time is used efficiently, we will not take public comments during the meeting. However, comments may be shared with board members in a number of different ways, including the comments section of our webpage, by emailing trustees@lmh.org, by calling 785-505-6138, or by contacting individual trustees with the contact information listed on our website at lmh.org.
- During the meeting, each meeting participant will identify themselves using their first and last name prior to commenting.
- Roll call will be taken for voting on each item requiring board action.
- If members of the public wish to obtain meeting materials, please email trustees@lmh.org or call 785-505-6138.
- There will be no executive session at this meeting.”

**2021 Budget Update**

Deb Cartwright, Vice President and CFO, updated the board on the progress related to the preparation of the 2021 budget. More details will be shared with the board at the December 16<sup>th</sup> Board meeting.

**Review Organizational Achievement Award Recommendations**

Russ reviewed the process and elements of the Organizational Achievement Award for employees.

The Trustees reviewed the recommendations from hospital administration and the Executive Compensation Committee. The recommendations were as follows:

- Make the 2020 Organizational Achievement Award a single metric based on the organization’s response to the COVID-19 Pandemic;
- In recognition of the staff’s dedication and response to the pandemic challenges, provide full credit for the Organizational Achievement Award which includes providing the full award to all employees (full and part time), supervisors, managers and directors for their efforts this year;
- Award the employees with the Organizational Achievement Award in December, so that they will receive it on their next paycheck (December 18, 2020);
- Move the disbursement of the Organizational Achievement Award to December of each year, when possible, based on the performance of the hospital; and

- Award the 2.5% cost of living increase for employees scheduled in 2021's budget to begin early, in the last pay period of 2020.

MOTION to approve the above recommendations made by Tom Sloan,  
Seconded by Jim Brooke.  
Motion carried.

### **Open Discussion**

Board members expressed their appreciation for the staff of LMH Health and their contributions to serving our community.

### **Adjournment**

With no further business presented, a motion was made to adjourn the meeting at 6:00 p.m.

MOTION made by Tom Sloan,  
Seconded by Pat Miller.  
Motion carried.

Respectfully submitted,

A handwritten signature in black ink that reads "Jim Brooke".

Jim Brooke, Secretary of the Board