



**Sublette County Hospital District Special Board Meeting Minutes
February 15, 2024 at 4:00 p.m.
By Zoom Only**

The Sublette County Hospital District Board of Trustees met for a Special Board Meeting by Zoom on February 15, 2024 at 4:00 p.m. with Dave Bell, Ashli Tatro and Tonia Hoffman present. Also present by Zoom were Lena Moeller and Michelle Stauthamer.

At 4:00 p.m., the meeting was called to Order by Chair Tonia Hoffman.

Set Agenda

Ashli Tatro motioned to set agenda. Dave Bell seconded. All in favor and agenda was approved.

New Business – Transfer of Funds

Discussion had with regards to balance in operating account. Michelle reported that funds are low due to the districts payment of the November Pay App and transfer of funds to open a construction account at Bank of Jackson Hole. A Cobb Mechanical invoice was approved by the board to pay in the amount of \$524,788.58 which also needs to come out of the operating account at this time. Board also approved a payment out of the operating account to pay Davis Partnership \$47,510. Remainder of the Davis Partnership invoice will be paid by the Foundation.

Current balances in district accounts are as follows:

Operating = \$564,485.00

Reserves = \$7,900,000 (\$6,100,000 in Wyostar and \$1,800,000 in Kaiser Account)

Accounts will be replenished with Mill Levy payment in May. Also hoping to have ARPA grant funds in 5-6 weeks.

Question was asked that while we are doing a transfer should we go ahead and transfer the money to pay December's Pay App of approximately \$2.2 million since there is no certainty from the USDA that they will approve in time to pay December's Pay App? Chair Hoffman stated that she would like the entire board to be in attendance to discuss the December Pay App more fully.

Dave Bell motioned to approve a transfer of \$1,080,000 out of Wyostar account directly into the districts operating account and further transfer out of that total amount, \$580,000 into the construction account to make immediate payments to Cobb Mechanical and Davis Partners. Ashli Tatro seconded. All were in favor and motion carried.

Michelle was asked to send details of the December Pay App to board members by Monday next week so board can be clear about where everything stands. Michelle confirmed with those present that all construction related expenses will be ran through the construction account at Bank of Jackson Hole and that 2 wet signatures will be applied and that all policies currently in place will be followed. Dave asked that Michelle contact Lynn Matthews at Bank of JH to check to see that the construction account is ready to make deposits into and that checks can be written out of that account. Lena asked that the board make sure the district has a process in place to make wire transfers out of the Bank of JH account as the USDA will ask what our formal process is for wire transfers out of that account.

Public Comment

None

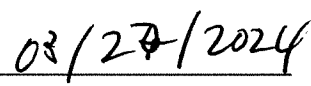
Adjournment

Ashli Tatro motioned to adjourn meeting. Dave Bell seconded. All in favor and motioned carried. Meeting adjourned at 4:17 p.m.

Minutes taken by Jann Maxfield



Tonia Hoffman, Board Chair



Date