

**Cheyenne County Hospital District dba Cheyenne Manor**

561 West 1<sup>st</sup> North, Cheyenne Wells, CO 80810

**Minutes of Regular Meeting**

**Board of Directors Present:**

Marla Hadachek, Chairman  
Tami Brown, Vice Chairman  
Doug Tallman, Sec/Treasurer  
Gabe Roth  
Marilyn Ward

**Board of Directors Absent:**

**Call to Order:** Chairman Hadachek called the meeting to order at 3:00 pm

**Verification of Quorum:** Chairman Hadachek verified a quorum

**Adoption of Agenda:** Brown made a motion to adopt the agenda, Ward second, all aye, motion passed unanimously

**Approval of Minutes:** Brown made a motion to approve the minutes, Roth second, all aye, motion passed unanimously

**Public Comment:** Charla Booker present

**Department Heads Report:** Chairman Hadachek thanked the Department Heads for their reports

**Financial Review:** Chairman Hadachek thanked NHA Wells and Charla Booker for the Financial Review. Review is on file at Cheyenne Manor.

**Administrators Report:** Chairman Hadachek thanked NHA Wells for the Report. Report is on file at Cheyenne Manor.

**Unfinished Business:** **a. Audit Report:** Jessie Seibert, CPA from Hoelting & Company gave a review of the last audit via teleconference.

**b. On Call Phone/NHA phone:** Brown made a motion to reimburse NHA Wells and DON Pelton \$90.00 per month for use of their personal phone for all on call duty hours, Tallman second, all aye, motion unanimously

**c. Reaffirmation Emergency Preparedness:** BOD signatures redquired

**d. Wireless Upgrade:** Roth made a motion to upgrade our wireless system at a cost of \$3712.50 for 1 year pending further approval by BOD, Ward second, all aye, motion passed unanimously

**e. Scholarships:** Brown made a motion to proceed with the 2025 Cheyenne Manor Helping Hands Scholarship Program for Area HS Seniors (\$500 and \$1,000), Ward second, all aye, motion passed unanimously

**f. Lawn Maintenance Outsourcing:** discussion was had and further research is needed

**New Business:** **a. Amazon Credit Card:** Tallman made a motion to apply for an Amazon Prime credit card with a \$5,000 limit, Brown second, all aye, motion passed unanimously

**b. Flex Spend Account:** Ward moved to offer a Flex Spend Account for employees who are eligible for Cheyenne Manor health insurance, Brown second, all aye, motion passed unanimously

**Executive Session:** none

**Next Meeting:** May 28, 2024 @ 3:00 pm

**Adjournment:** Brown made a motion to adjourn at 5:20 pm, Ward second, all aye, motion passed unanimously