

BOARD OF DIRECTORS MEETING
Tuesday, May 8, 2018

MINUTES

BOARD MEMBERS PRESENT: John Zikaras, Chairman, Sue Mis, Lisa Brailey, Camille Kurtyka, Mary Connolly, Edith Sletner, Rosalie Averill, Jean Jones, Ed Kisluk, and Barbara Lombardi.

BOARD MEMBERS ABSENT: Tom Clifford, and Gary Merlone.

STAFF PRESENT: Jeff Dussetschleger, David Rogers, Carissa Caserta and Lisa McEachern.

BOARD RECORDING SECRETARY: Betty King

I. Call to Order and Pledge of Allegiance

John Zikaras, Chairman, called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

II. Acceptance of Minutes of Regular Board Meeting of April 10, 2018

2018-42 **ACTION TAKEN:** Motion made by Barbara Lombardi, to accept the Minutes of Regular Board Meeting of April 10, 2018 as presented, seconded by Sue Mis. Ayes.

III. Correspondence – Jeff Dussetschleger

A letter was sent to Alicia Mulvihill, the Health Educator, thanking her for her years of service at NVHD.

2018-43 **ACTION TAKEN:** Motion made by Rosalie Averill, to go out of order to give the Chairman's Report before the financial report, seconded by Mary Connolly. All Ayes.

V. Chairman's Report

a. Parliamentary Procedures – John Zikaras

John reviewed "Roberts Rules of Order" with the Board of Directors.

2018-44 **ACTION TAKEN:** Motion made by Rosalie Averill, to go back to the Agenda seconded by Edith Sletner. All Ayes

IV. Financial Report - Lisa McEachern

The Financial Report for the month of April 2018 was reviewed and discussed. A correction was made to the date of the NVHD Financial Report to the “*Period 7/1/17-3/31/18 to 7/1/17-4/30/18*”.

VI. Director’s Report - Jeff Dussetschleger

Jeff stated that this is David’s last Board meeting since he will be retired as of June 1st.

Rosalie stated that it has been a pleasure working with Dave. Dave has always been there when she has questions and he will be missed.

VII. Committee Reports

None at this time.

VIII. Old Business

None at this time.

IX. New Business

A. Quarterly Statistics

The Quarterly Statistics Report for Environmental Health new format was reviewed and discussed.

B. Community Health Assessment Survey

The Quarterly Community Health Assessment Survey was reviewed and discussed. There is a press release from “**DataHaven**” urging Connecticut residents to “Pick Up the Phone!” to Support Largest-Ever Survey on Neighborhood-Level Quality of Life, Health, and Happiness – Over 75 Leading Foundations, Hospitals, and Local Agencies Join DataHaven Initiative.

X. Adjournment

2018-45 **ACTION TAKEN:** Motion made by Sue Mis, to adjourn at 7:24 p.m., seconded by Lisa Brailey. All Ayes.