



Petersburg Medical Center Foundation

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MINUTES REGULAR PETERSBURG MEDICAL CENTER FOUNDATION MEETING December 5, 2017

The Petersburg Medical Center Foundation board was called to order in CEO's office at Petersburg Medical Center by Susan Paulsen at 9:05 a.m. Present were: Susan Paulsen, Elizabeth Woodyard, Sarah Holmgrain, and Darlene Whitethorn. Elizabeth Bacom was absent. There was a quorum.

One guest was present, Ben Muir, from the Petersburg Pilot.

APPROVAL OF THE AGENDA: Darlene Whitethorn made a motion to approve the agenda and Elizabeth Woodyard seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

APPROVAL OF THE MINUTES: Elizabeth Woodyard made a motion to approve the regular meeting minutes from August 21, 2017 and Darlene Whitethorn seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

Angela Menish, a scholarship recipient of the Foundation, stopped in to give an oral report of her education progress. She finished up her Fall term in October and will start her next term in January. She will be taking 12 credits which makes her a full-time student. She has three more terms to finish before completing her B.A. in Nursing.

APPROVAL OF THE ACCOUNTING REPORT: Sarah Holmgrain presented the financial report for the month of August 2017, September 2017, and October 2017. Darlene Whitethorn made a motion to approve and Elizabeth Woodyard seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

ADMINISTRATIVE REPORT:

Sarah Holmgrain reported the wheel chair committee was still researching the brand and types of chairs to purchase. They hope to make some decisions in January. Scholarship recipients were asked to give updates on their progress. Reports are later under "new business".

Sarah emailed management staff at PMC earlier in December to remind them of the foundation's sub accounts of money donated for specific causes or departments. Medivac \$6,850, LTC Visitors \$3,940, Eden Project (Birds) \$488.64, Paddle Battle \$6,586.92, LTC Activities \$1,720, and Staff Education \$5,028.87. The Foundation's checking account as of the end of October 2017 is \$107,692.56. Savings and investment account balances were not available at the meeting and were separately emailed to the board after the meeting.

Matt Pawuk was called into the meeting to find out how many medivacs from Petersburg for the last 12 months. As of the date of this meeting there had been 53.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Two of the five scholarship recipients had emailed updates prior to the meeting. Sarah Johnson a 2017 recipient emailed that she is finishing up her Fall semester. She anticipates this time next year she will have completed her AAS in business administration.

Marth Beth Johnson reported she is not currently taking any classes. She hopes to resume this spring taking one class.

Audrey Morton and Adam Axmaker's reports were not available at the meeting since they had not been received. They were received after the board meeting and forwarded on to board members.

Sarah Holmgrain made a motion to approve the \$2,700 request and Elizabeth Woodyard seconded the motion. Discuss followed. Kaitlin DuRoss, the Rehabilitation Department manager at PMC requested use of some of the "staff education" fund. She desires to become wound care certified. Voice vote was taken with Sarah Holmgrain, Susan Paulsen, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

Board goals were discussed for 2018. It was decided that another fundraiser should be considered since now the Foundation only has one strong one in place, the Paddle Battle. Sarah was asked to look at other hospital boards and see what fundraisers they do. Suggested hospitals to canvas were Homer, King Cove, Wrangell. Liz Woodyard said we should really encourage or push staff to become members since they directly benefit from the Foundation's giving.

ADDITIONAL COMMENTS FROM COMMITTEE MEMBERS: None.

SUGGESTIONS/FUTURE AGENDA ITEMS: None.

NEXT MEETING: Not scheduled.

ADJOURNMENT: Darlene Whitethorn made a motion to adjourn and Elizabeth Woodyard seconded the motion. Voice vote was taken with Sarah Holmgrain, Susan Paulsen, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

The Board dismissed at 9:47 a.m.

Respectfully submitted by Sarah Holmgrain

Sarah Holmgrain

Sarah Holmgrain, Secretary/Treasurer

SUMMARY
December 5, 2017
Regular Meeting

1. **APPROVED** the agenda.
2. **APPROVED** the minutes.
3. **APPROVED** the accounting report.
4. **APPROVED** \$2,700 approved from the “staff education” fund for employee training in wound care.