



Petersburg Medical Center

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MINUTES REGULAR PETERSBURG MEDICAL CENTER FOUNDATION MEETING April 13, 2016

The Petersburg Medical Center Foundation board was called to order in CEO's office at Petersburg Medical Center by Susan Paulsen at 3:07 p.m. Present were: Susan Paulsen, Elizabeth Bacom, Elizabeth Woodyard, Darlene Whitethorn, and Sarah Holmgrain. There was a quorum.

APPROVAL OF THE AGENDA: Sarah Holmgrain made a motion to approve the agenda. Darlene Whitethorn seconded the motion. Voice vote with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, Susan Paulsen, and Darlene Whitethorn. Motion carried 5-0.

APPROVAL OF THE MINUTES: Elizabeth Woodyard made a motion to approve the regular meeting minutes from December 23, 2015. Elizabeth Bacom seconded the motion. Voice vote with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, Susan Paulsen, and Darlene Whitethorn. Motion carried 5-0.

APPROVAL OF THE ACCOUNTING REPORT: Sarah Holmgrain presented the financial report for months December 2015, January 2016, February 2016, and March 2016. She reported the Foundation has \$135,531.39 in checking, \$17,762.00 in savings, and \$202,316.40 in investments. The investments account fluctuates daily depending on the investment earnings.

Elizabeth Bacom made a motion to approve the accounting reports as presented for December 2015, January 2016, February 2016, and March 2016. Darlene Whitethorn seconded the motion. Voice vote with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, Susan Paulsen, and Darlene Whitethorn. Motion carried 5-0.

OLD BUSINESS: The Board moved to executive session at 3:15 p.m. to discuss a scholarship recipient's request. They board came out of executive session at 3:29 p.m. Sarah Holmgrain made a motion "to narrow the scholarship requirements for future or current educational needs only" Elizabeth Woodyard seconded the motion. Voice vote with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, Susan Paulsen, and Darlene Whitethorn. Motion carried 5-0.

NEW BUSINESS: The Board moved to executive session at 3:36 p.m. to discuss high school scholarship recipients. They board came out of executive session at 4:09 p.m. Sarah Holmgrain made a motion "to award one \$1,000 scholarship to Kelly Engell and one \$1,000 scholarship to Cody Stelmach" Darlene Whitethorn seconded the motion. Voice vote with Sarah Holmgrain,

Elizabeth Woodyard, Elizabeth Bacom, Susan Paulsen, and Darlene Whitethorn. Motion carried 5-0.

Sarah Holmgrain gave board members a report on the administrative activities. The annual membership meeting was in the works and scheduled for Tuesday, April 19th at 5pm in the Dorothy Ingle Conference room. Over 112 invitations were sent out to members inviting them to the meeting. Finger food will be served and a short presentation will be done by the Susan Paulsen and Sarah Holmgrain.

Sarah Holmgrain updated the board on the MS Walk request. The PMC employee requested the foundation spearhead the organization of it. The board felt they would support it but employees or community members should organize it.

Elizabeth Woodyard explained the request for the foundation to fund the lodging/transportation for LTC residents. Apparently in the past PMC has helped some family members visit residents when they could not afford to visit. It was decided some sort of criteria would need to be developed if the foundation decided to fund such a project. Elizabeth Woodyard said she would work on criteria to present to the board at a later meeting.

The Foundation Annual meeting is set for April 19th at 5pm. The meeting will review what has been spent in the last year, fundraising activities, and give members an opportunity to pick committees they might want to serve on.

ADDITIONAL COMMENTS FROM COMMITTEE MEMBERS –None

SUGGESTIONS/FUTURE AGENDA ITEMS- Paddle Battle, further discussion on the fund for lodging/transportation for LTC residents' families.

NEXT MEETING: it was decided due to schedules the next meeting will be June.

ADJORNMENT: Elizabeth Bacom moved to adjourn. Darlene Whitethorn seconded the motion. Voice vote with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, Susan Paulsen, and Darlene Whitethorn. Motion carried 5-0.

Respectfully submitted to President Susan Paulsen by Sarah Holmgrain

Susan Paulsen, President

Sarah Holmgrain

Sarah Holmgrain, Secretary/Treasurer

SUMMARY
APRIL 13, 2016
Regular Meeting

1. **APPROVED** the agenda.
2. **APPROVED** the minutes.
3. **APPROVED** the accounting report.
4. **APPROVED** scholarship definitions defined.
5. **APPROVED** two high school scholarships in the amount of \$1,000 for Kelly Engell and Cody Stelmach.