Petersburg Medical Center Foundation

103 Fram Street Phone: 907-772-4291

 PO Box 589 Fax: 907-772-3085

 Petersburg, AK 99833

**BOARD MEETING**

**February 13, 2020**

10:30 AM- Dorothy Ingle Conference Room at Petersburg Medical Center

**AGENDA**

**1. CALL TO ORDER**

**2. DETERMINE A QUORUM**

**3. APPROVAL OF THE AGENDA ACTION**

**4. APPROVAL OF THE MINUTES ACTION**

**Recommendation:** Approve the minutes from May 16, 2019, September 5, 2019 and September 24,2019.

**5. APPROVAL OF THE ACCOUNTING REPORT ACTION**

**Recommendation:** Approve the financial report ending August 31,2019, September 30,2019, October 31,2019, November 30,2019, December 31, 2019, January 31, 2019.

**6. ADMINISTRATIVE REPORT**

Kelsey Lambe, Foundation Coordinator will give the board an update.

**7. OLD BUSINESS**

 **7.1 Scholarship DISCUSSION**

The board requested to discuss how they are distributing money to Norma J Tenfjord Scholarship recipients.

**8. NEW BUSINESS**

**8.1 Fundraiser DISCUSSION**

The Rehabilitation Department would like to do a fundraiser to raise money for the new rock wall cost and for additional therapies department equipment. They have a few ideas, some examples are adult fun night, kid races, community run or obstacle course. They would like this fundraiser to be wellness focused.

**8.2 Annual Meeting ACTION**

The Board needs to pick a date for the annual meeting.

**8.3 Requested Funds ACTION**

Activities Department has requested funds for interactive projector/light table. This will be used by residents during Activities time and as a tool used by the rehabilitation department. Total cost of the table is $4,250.00.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_\_ for reimbursement to PMC for the Lucynt Interactive Projection System.

**8.4 Requested Funds: Beat the Odds** **ACTION**

Beat the Odds has requested funds to use on Travel, two nurses to attend Oncology Nursing Society training, Reimbursement to Lee’s for the Circle of Life event and Beat the Odds event, PSA on KFSK, cancer support group facilitator in Petersburg, miscellaneous supplies, Beat the odds banner, printer Cartridges and thank you cards.

**Recommended Motion:** Approve $ \_\_\_\_\_\_\_\_ for Beat the Odds to use on Travel.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds to use on two nurses to attend Oncology Nursing Society training.

**Recommended Motion**: Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds to Reimburse Lee’s for the Circle of Life event.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds to reimburse Lee’s for the Beat the Odds event.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds PSA’s on KFSK.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds cancer support group facilitator in Petersburg.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds miscellaneous supplies.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds banner.

**Recommended Motion:** Approve $\_\_\_\_\_\_\_\_\_ for Beat the Odds to printer cartridges and thank you cards.

**8.5 Executive Session- Norma J. Tenfjord Education Scholarships DISCUSSION**

The Foundation Board desires to maintain a high standard of care and align with its purpose to “…To enhance the quality of hospital improvements and other financial assistance to the hospital, to its employees, and to its patients. To establish a scholarship fund. To attract potential physician and other health-care providers to Petersburg, Alaska.” The Board needs to review five (1) scholarship applicants.

**Recommended motion**: Recess to executive session for matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the Foundation, more specifically scholarship application consideration. This executive session is appropriate under AS 44.62.310.

**8.6 Scholarship/Loan Award ACTION**

**Recommended motion:** Approve \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the scholarship in the amount of $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_scholarship.

**9. ADDITIONAL COMMENTS FROM COMMITTEE MEMBERS**

**10. SUGGESTIONS/FUTURE AGENDA ITEMS**

**11. ADJOURNMENT**