



Petersburg Medical Center Foundation

103 Fram Street
PO Box 589
Petersburg, AK 99833

Phone: 907-772-4291
Fax: 907-772-3085

MINUTES REGULAR PETERSBURG MEDICAL CENTER FOUNDATION MEETING January 30, 2017

The Petersburg Medical Center Foundation board was called to order in CEO's office at Petersburg Medical Center by Susan Paulsen at 10:22 a.m. Present were: Elizabeth Bacom, Elizabeth Woodyard, Sarah Holmgrain, and Susan Paulsen. Darlene Whitethorn was absent and excused. There was a quorum.

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

APPROVAL OF THE MINUTES: Elizabeth Bacom made a motion to approve the regular meeting minutes from August 22, 2016 and Elizabeth Woodyard seconded the motion. Voice vote was taken with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, and Susan Paulsen. Motion carried 4-0.

APPROVAL OF THE ACCOUNTING REPORT: Sarah Holmgrain presented the financial report for month August, 2016. She reported the Foundation has \$128,624.52 in checking. For the month of September 2016 the Foundation had \$128,384.52 in checking. For the month of October, 2016 the Foundation had \$119,882.03 in checking. For the month of November, 2016 the Foundation had \$119,745.04 in checking. For the month of December, 2016, the Foundation had \$140,525.70 in checking. Within the checking account there are specific pots of money designated for certain spending. Paddle Battle balance was \$133.51, Emergency Travel Fund is \$9,300.00, Eden Project \$898.51, Long Term Care Activities \$1,420.00, LTC Visitor Account \$4,400.00, and Staff Education \$2,486.10.

Elizabeth Bacom made a motion to approve the accounting report and Elizabeth Woodyard seconded the motion. Voice vote was taken with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, and Susan Paulsen. Motion carried 4-0.

ADMINISTRATIVE REPORT:

Sarah Holmgrain reported the shower chair was purchased and installed. PMC staff has been notified of the different balances in the foundation's sub-accounts that would pertain to their departments (LTC activities, staff training, etc.). She reported over \$5,000 was raised for the Emergency Fund during Jennifer Bryner's annual Christmas party. In December a year end newsletter giving them a recap of what went on within the foundation was sent to members and anyone that has previously donated. A total of 182 newsletters were mailed. The current membership numbers as of January 30, 2017 is 126. Lifetime members are: Liz & Sid Bacom, Lois DeBoer, First Bank, Trudy Howe, James Jensen, Max Kamp, Brian & Marjorie Paust, Liz Pawuk, Eric Rosvold, Rob & Terri Swanson, and Western Tow Boat. We received Kelli Engell's grades which were 4.0 GPA so she was awarded her \$1,000 scholarship. Sarah Holmgrain reported she contacted Cody Stelmach's father to have Cody contact her to submit his grades so he can get his scholarship if he met the requirements. Sarah also reported Rachel Etcher at the high school contacted her to see if the Foundation would be awarding another high school senior a scholarship in 2017. Sarah Holmgrain responded to Ms. Etcher the Foundation would most

likely be offering another scholarship this year but the Board still needed to vote on it. Sarah Holmgrain reported she set up online donating for the foundation the PMC website.

OLD BUSINESS:

Donor Plaque: Sarah Holmgrain presented a few ideas on donor plaques. It was decided that something needed to be purchased but it should be a design that can be added to and grow. It would also need to be something that can be moved to another location in the event a new building is constructed. Ideas that were considered were a tree, blocks that can be added to, health theme, healing hands, geographical map, boat, or fish theme. The board decided to continue to investigate themes and designs.

NEW BUSINESS:

Safe Driving Simulator: Sarah presented the Driver Interactive simulator program. Sarah Holmgrain reported after lengthy research she found this particular simulator covers rural driving, texting and driving, and other beneficial systems. The estimated cost is \$17,000 purchase the program and about \$650/year to receive updates to the software. The program is portable and would be available for other groups in town to rent or borrow the system. It could be stored at PMC and donors would have their name attached to the system so they could be continually recognized. The simulator program is to train the driver not to use their cell phone, not to drive distracted, and be more aware of their surroundings. The program can actually detect if someone didn't come to a complete stop and look both ways. It has scenarios, such as, deer running out and the ability to verify the reaction time of the driver. There is also a scenario where the driver attempts to respond to their cell phone.

After discussion, the board felt it is a worthy cause but would like to see more community groups help fund it. It was decided requests for money begin with the Fire, EMS, & SAR since they had shown an interest in the program last fall. Sarah Holmgrain was also will send letters to Petersburg Insurance to see if any of the insurance carriers they work with have funds for a project such as this and also to the school district to see if their wellness grant would be able to help aid in the cost. If needed, Sarah Holmgrain will start soliciting other entities and the community at large to help with the cost.

High School Scholarship: The Board discussed the 2017 high school scholarship and decided to award one \$1,000 scholarship for a 2017 graduating senior . Sarah Holmgrain made a motion to approve a \$1,000 scholarship for one applicant in 2017 and Elizabeth Bacom seconded the motion. Voice vote was taken with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, and Susan Paulsen. Motion carried 4-0.

The board moved to Executive Session at 10:42 am to discuss a Norma J. Tenfjord scholarship application that was received.

Executive Session: The board came out of Executive Session at 10:55 am. Elizabeth Bacom made a motion to award Sarah Johnson the Norma J. Tenfjord scholarship and Sarah Holmgrain seconded the motion. Voice vote was taken with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, and Susan Paulsen. Motion carried 4-0.

Annual Membership Meeting Date: After discussion to was decided to set the annual membership meeting for April. The specific date will be determined later.

Hospital Planning Committee: Elizabeth Woodyard requested this item be added to agenda. She explained a committee has been formed at PMC to investigate the possibility of a new building sometime in the future. The committee consists of employees, one hospital board member, community members, and they would like to

Guiding Values: Integrity - Dignity - Professionalism - Team Work - Quality

have one foundation board member. Elizabeth Woodyard asked board president Susan Paulsen if she would be willing to serve on that committee as well. Susan Paulsen agreed.

ADDITIONAL COMMENTS FROM COMMITTEE MEMBERS –None

SUGGESTIONS/FUTURE AGENDA ITEMS- continue to investigate donor plaque options, update on driving simulator solicitation, set exact annual membership date in April.

NEXT MEETING: No date was set.

ADJORNMENT: Sarah Holmgrain moved to adjourn. Elizabeth Bacom seconded the motion. Voice vote with Sarah Holmgrain, Elizabeth Woodyard, Elizabeth Bacom, and Susan Paulsen. Motion carried 4-0.

Respectfully submitted to President Susan Paulsen by Sarah Holmgrain

Susan Paulsen, President

Sarah Holmgrain

Sarah Holmgrain, Secretary/Treasurer

SUMMARY
JANUARY 30, 2017
Regular Meeting

1. **APPROVED** the agenda.
2. **APPROVED** the minutes.
3. **APPROVED** the accounting report.
4. **APPROVED** 2017 high school scholarship in the amount of \$1,000
5. **APPROVED** Norma J. Tenfjord scholarship to Sarah Johnson in the amount of \$10,000