



Petersburg Medical Center

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PETERSBURG MEDICAL CENTER FOUNDATION BOARD MEETING

Minutes

July 15, 2015

Attendance: Susan Paulsen, Darlene Whitethorn, Elizabeth Woodyard, Elizabeth Bacom, Sarah Holmgrain

Absent: None

Meeting began at 11:05am.

Sue Paulsen moved to approve the agenda, Sarah Holmgrain seconded. Motion passed.

Liz Woodyard moved to approve the minutes from May 4, 2015, Liz Bacom seconded. Motion passed.

Liz Woodyard requested an addition to the agenda; Foundation Financial Autonomy. It was added to the agenda under “old business”.

Old Business:

1. Committee reviewed the articles in the Foundation bylaws. Made suggestions on changes. Sarah Holmgrain will update the proposed changes to the bylaws and the committee decided to consider a vote on those changes at the next regular meeting.
2. Membership Drive. Sarah Holmgrain handed out a membership drive sample brochure. Changes were suggested on membership levels and committees. There was also a discussion on a potentially displaying a plaque in the medical center or clinic to show lifetime membership or donations specific “in memorandum”. It was recommended language on the plaque be limited to first and last name, or “in memory of...” Sarah Holmgrain will update the brochure with the changes discussed.
3. Fundraising Efforts in 2015. Liz Woodyard and Sarah Holmgrain updated the committee on the Paddle Battle. It is set for Saturday the 18th. Liz Woodyard invited all committee members to come to the picnic at the end when they will welcome the paddlers.
4. Autonomy of Foundation Board. Liz Woodyard explained her experience with other foundation boards. All have been autonomous from the governing/managing board; however, most have a representative, (Darlene Whitethorn), on them. The foundation boards approve the expenditures of the foundation, but receive requests and suggestions from hospital staff or board

members. Her experience also found that members have a voting right to how money is spent. It was agreed by both the bylaws, and state law, the foundation committee is autonomous from PMC's governing board.

New Business:

1. Liz Bacom explained some of her fundraising ideas to the committee. One was an employee contribution/payroll deduction. Employees would have the option to have a payroll deduction automatically taken for the Foundation or even a specific cause. Liz Woodyard said we'd have to check first with Cindy Newman, HR director, to see how to execute it.

Liz Bacom also explained the "fun fund" for LTC. Staff or visitors could put loose change, bills, etc. in money containers at different stations throughout the facility. Money collected would be used for LTC events.

Liz Bacom also discussed the fundraising idea of people purchasing goods and services in town can round up their balance owed and merchants would collect the additional money to be donated back to the Foundation. She said it might be a bookkeeping hassle for stores that are computerized but those that are it's a bar code transaction and then at the end of the day the company runs the code to see how much was donated.

It was decided the next meeting should be in August agenda items to include: vote on bylaw changes, elect officers, consider marketing plan for membership drive.

Liz Bacom made a motion to adjourn, Darlene Whitethorn seconded. Motion passed.

The meeting adjourned at 12:05 pm.