Petersburg Medical Center Foundation

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MINUTES

REGULAR PETERSBURG MEDICAL CENTER FOUNDATION MEETING

May 16, 2019

The Petersburg Medical Center Foundation board was called to order in The Dorothy Ingle Conference room at Petersburg Medical Center by Susan Paulsen at 10:03 a.m. Present were Susan Paulsen, Kathi Reimer, Sarah Holmgrain, Darlene Whitethorn, Elizabeth Bacom. Phillip Hofstetter was absent. There was a quorum.

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

APPROVAL OF THE MINUTES: Darlene Whitethorn made a motion to approve the regular meeting minutes from March 26, 2019 and Elizabeth Bacom seconded the motion. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Kathi Riemer, Darlene Whitethorn and Sarah Holmgrain. Motion carried 4-0.

APPROVAL OF THE ACCOUNTING REPORT: Kelsey Lambe presented the financial report for the month of March 31, 2019. Elizabeth Bacom made a motion to approve and Darlene Whitethorn seconded the motion. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Kathi Riemer, Darlene Whitethorn and Sarah Holmgrain. Motion carried 4-0.

ADMINISTRATIVE REPORT:

Kelsey Lambe did not have anything to report this month.

OLD BUSINESS:

**Foundation Board Insurance:** The board discussed that they needed to make sure we were insured before the paddle battle happened. Sarah Holmgrain offered to help with the applications.

Elizabeth Bacom made a motion “to approve up to $1200 for foundation board and event insurance.” Kathi Riemer second the motion. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Kathi Riemer, Darlene Whitethorn and Sarah Holmgrain. Motion carried 4-0.

NEW BUSINESS:

**Kathi Riemer:** Susan Paulsen swore in Kathi Riemer at 10:11 as a new Foundation Board member

Phil Hofstetter joined the meeting at 10:13

**Paddle Battle:** The board discussed where the Paddle Battle funds should be dispersed**.** They all agreed that last year was so successful and they were able to contribute to so many employee’s education and they would like to keep that going. The board asked Phil Hofstetter to think of some slogans for this year’s advertisement. Kathi Riemer made a motion “to approve funds raised in connection with the 2019 Paddle Battle will be designated for education.” Darlene Whitethorn second the motion. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Kathi Riemer, Darlene Whitethorn and Phil Hofstetter. Motion carried 4-0.

**LTC Activities:** Janna Machalek requested funds from the LTC Activities to be used for gardening by the girl’s scouts and LTC residents will watch and participate if they want. She would also like to reimburse Linda Slaght for the flowers she has already purchased. Kathi Riemer made a motion “to approve $250 from the LTC Activities funds to flowers and $53 to be reimbursed to Linda Slaght. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Kathi Riemer, Darlene Whitethorn and Phil Hofstetter. Motion carried 4-0.

**Executive Session:** PHS Graduating Senior Scholarship, Scholarship Recipient, and staff education funds. Elizabeth Bacom made a motion to move to executive session, Phil Hofstetter seconded the motion. The board moved into executive session at 10:21 am.

The board came out of executive session at 11:11 am.

**High School Scholarship**: Elizabeth Bacom made a motion “to award one $1,000 scholarship to Julia Niemi and one $1,000 scholarship to Tiare Simbahon” Darlene Whitethorn seconded the motion. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Kathi Riemer, Darlene Whitethorn and Phil Hofstetter. Motion carried 5-0.

Kathi Riemer left the meeting at 11:12

**Scholarship Recipient:** Elizabeth Bacom made a motion “to approve Valaree Nilsen for the scholarship in the amount of $5,000.” Sarah Holmgrain seconded the motion. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Sarah Holmgrain, Darlene Whitethorn and Phil Hofstetter. Motion carried 5-0.

**Staff Education:** Elizabeth Bacom made a motion “to forward Belinda Chase request to the Petersburg Medical Center Funds advised by Phil Hofstetter.” Sarah Holmgrain seconded the motion. Voice vote was taken with Susan Paulsen, Elizabeth Bacom, Sarah Holmgrain, Darlene Whitethorn and Phil Hofstetter. Motion carried 5-0.

ADDITONAL COMMENTS FORM COMMITTEE MEMBERS:Sarah Holmgrain request that we have further discussion on the Beat the odds at our next meeting.

SUGGESTIONS/FUTURE AGENDA ITEMS: None.

NEXT MEETING: To be announced.

ADJOURNMENT: Sue Paulsen made a motion to adjourn and Sarah Holmgrain seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Bacom, Phil Hofstetter and Darlene Whitethorn. Motion carried 5-0.

The Board dismissed at 11:15 a.m.

Respectfully submitted by Sarah Holmgrain

Darlene Whitethorn

Darlene Whitethorn, Secretary/Treasurer

**PMC FOUNDATION -3- May 16,2019**

SUMMARY

May 16, 2019

Regular Meeting

1. **APPROVED** the agenda.

2. **APPROVED** the minutes.

3. **APPROVED** the accounting report.

4. **APPROVED** Foundation Board Insurance.

5. **APPROVED** Paddle Battle funds for 2019 will be used for Training of New Services.

6**. APPROVED** LTC Activities $250 for gardening and $53 for Reimbursement.

7. **APPROVED** high school scholarship recipients, Julia Niemi and Tiare Simbahon.

8. **APPROVED** Valaree Nilsen for $5,000

9. **APPROVED** Belinda Chase