Petersburg Medical Center Foundation

103 Fram Street Phone: 907-772-4291

PO Box 589 Fax: 907-772-3085

Petersburg, AK 99833

MINUTES

REGULAR PETERSBURG MEDICAL CENTER FOUNDATION MEETING

May 22,2018

The Petersburg Medical Center Foundation board was called to order in CEO’s office at Petersburg Medical Center by Susan Paulsen at 11:00 a.m. Present were: Susan Paulsen, Elizabeth Woodyard, Sarah Holmgrain, and Darlene Whitethorn. Elizabeth Bacom was absent. There was a quorum.

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

APPROVAL OF THE MINUTES: Elizabeth Woodyard made a motion to approve the regular meeting minutes from March 22,2018 and Sarah Holmgrain seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

APPROVAL OF THE ACCOUNTING REPORT: Kelsey Lambe presented the financial report for the months of March 2018 and April 2018. Sarah Holmgrain made a motion to approve and Darlene Whitethorn seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

ADMINISTRATIVE REPORT:

Kelsey Lambe reported that Kaitlin DuRoss has passed all her exams and is now seeing four patients. Bailey Koebernick has successfully finished her Flexible Endoscopic training and will be able to see patients once the equipment arrives in July.

OLD BUSINESS:

**Annual Membership Meeting:** The board felt that this was the best meeting thus far. Would like to continue to see Annual Membership meetings planned as a day time luncheon. Advertised with invitations and a PSA.

NEW BUSINESS:

**Executive Session:** PHS Graduating Senior Scholarship. Sarah Holmgrain made a motion to move to executive session, Darlene Whitethorn seconded the motion. The board moved into executive session at 11:14 am. Susan Paulsen made a motion “to award one $1,000 scholarship to Alexis Francisco and one $1,000 scholarship to Helen Martin” Darlene Whitethorn seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

The board came out of executive session at 11:44 am.

**Paddle Battle:** The board discussed where the Paddle Battle money should go towards. Elizabeth Woodyard said there has been a lot of talk about employees wanting to further their education. PMC would like to offer new services. The board would like to see the money go towards staff education. After discussion Darlene Whitethorn made a motion to approve the PB funds for 2018 will be designated for “Training of New Services”. Elizabeth Woodyard seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

ADDITONAL COMMENTS FORM COMMITTEE MEMBERS:None.

SUGGESTIONS/FUTURE AGENDA ITEMS: None.

NEXT MEETING: Next meeting will be in July

ADJOURNMENT: Sarah Holmgrain made a motion to adjourn and Elizabeth Woodyard seconded the motion. Voice vote was taken with Susan Paulsen, Sarah Holmgrain, Elizabeth Woodyard, and Darlene Whitethorn. Motion carried 4-0.

The Board dismissed at 11:55 a.m.

Respectfully submitted by Sarah Holmgrain

Sarah Holmgrain

Sarah Holmgrain, Secretary/Treasurer

**PMC FOUNDATION -3- May 22,2018**

SUMMARY

May 22,2018

Regular Meeting

1. **APPROVED** the agenda.

2. **APPROVED** the minutes.

3. **APPROVED** the accounting report.

4. **APPROVED** high school scholarship recipients, Alexis Francisco and Helen Martin.

5. **APPROVED** Paddle Battle funds for 2018 will be used for Training of New Services.