

**MARK REED HOSPITAL
FOUNDATION BOARD OF DIRECTORS MEETING**

January 30, 2008

AGENDA	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ACTIONS/FOLLOW-UP
CALL TO ORDER	The Mark Reed Foundation Board meeting of December 11, 2007 was called to order at 6:05 pm by consensus, in the absence of the Chairman. In attendance were Patricia Yeager, Renae Hamshar, Renee Dunham, Georgette Hiles and Michael Turner.	
APPROVAL OF MINUTES	Minutes of the December 11, 2007 meeting were presented for review.	After review, a motion was moved, seconded and passed to approve the minutes as presented.
Chief Executive Officer's Report	Renee updated Board members on her recent meetings with Montesano Health and Rehab, with Dr. Shin and Dr. Shin and a new contract with the Grays Harbor County Sherriff. She indicated that the hospital is in the process of working on a revenue cycle improvement plan and that Georgette Hiles is currently managing the Business Office and Medical Records, due to recent personnel changes at the hospital.	Informational item.
OLD BUSINESS: Fundraising Event at Oakridge	<p>Michael Turner reported that a potential date of May 23 has been set for the golf tournament, beginning at noon, at Oakridge. He suggested that the goal for this event should be to raise \$20,000. Outside vendors are being lined up and the Elma Eagles Dance Team will be at the tournament, serving snacks to the participants. Michael is currently working on publicity with development of a flyer, obtaining radio time and working with Comcast.</p> <p>Board members suggested he involve groups at the high school that are interested in doing community service projects such as the Honor Society, FFA and perhaps the school's golf team. Other plans include a silent auction, an auction and dinner. A car will be provided for a Hole in One contest. Pat suggested that Michael contact other community organizations that have recently held fundraising events at the Quinault Lodge to see if they might have advice regarding what worked well at their events and what they might have done differently so that we could learn from their experience.</p> <p>Michael was asked what he needed to move forward with these plans. He</p>	<p>A motion was made, seconded and carried to approve the fundraising goal of \$20,000.</p> <p>A motion was made, seconded and carried to provide the Fundraising Committee with \$2,000 to assist with planning for the event.</p> <p>Michael Turner was asked to supply the Board with a budget for the event.</p> <p>Patricia Yeager will sign the paperwork necessary for the banquet and liquor permits.</p>

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	indicated that he needed seed money and that he would need a Foundation Board representative to sign off on the banquet liquor permit. The Board should also plan on staffing an information booth at the event.	
OLD BUSINESS (cont.): Mission of the Foundation	Copies of the revised Bylaws were reviewed and development of a mission statement was discussed. This statement should be included in the Bylaws. Renee Dunham offered to send Renae Hamshar a listing of other Washington State Hospital Foundation Boards and their personal contact information. Renae Hamshar will then contact some of these individuals and ask if they would be willing to share their mission statements with us.	Renae Hamshar will obtain sample mission statements from other existing hospital foundation boards for comparison and review at the next meeting.
NEW BUSINESS: New Board Membership	<p>Renee Dunham reported that she has received a phone call from Ellsworth Curran, indicating that he would like to step down from the Board at this time. His resignation leaves the Board without a Chair. Board members discussed various ways to improve current Board participation and to increase membership. With the plans for the fundraising event, it is important to have an active Board at this time.</p> <p>Renae Hamshar offered to send a brief letter to Helen Lake and Chip Farrar, updating them on what has been happening at recent meetings, to give them the dates of future meetings, encouraging their continued participation, and to ask that they let us know if they are no longer interested so that replacements might be found.</p> <p>Michael Turner asked if it was necessary to live within the district to serve on the Board. It is not necessary. He offered to serve and his offer was accepted.</p> <p>Renee Dunham will continue to solicit additional membership from the community.</p>	Letters will be sent to Helen Lake and Chip Farrar, updating them on the status of the Board and Ellsworth's resignation. Renee Dunham will solicit other community members for interest in serving on the Board. Michael Turner was accepted as a new Board member at this time.
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Hospital Financial Report	Georgette reported that we have not yet been successful in obtaining an additional line of credit. The hospital has had a 37% increase in charges recently but even with that, our charges are still below Olympia and Aberdeen hospitals. Swing beds should be available, beginning March 1. The new Mark Reed provider is very busy. The hospital has determined to change the current employee recognition program to recognize all employees rather than selecting a single employee to honor.	Report was accepted as presented.

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NEW BUSINESS (cont.) Foundation Board Treasurer's Report	Patricia Yeager presented the Treasurer's Report, noting that we currently have a balance of \$1,790.31 in the checking account and another \$13,685.81 in the money market account.	Treasurer's report was accepted as presented.
Next Meeting Date	Board members agreed to meet on a monthly basis, the second Tuesday of the month, beginning at 6 pm. at the hospital. However, because both Renae and Patricia would be gone on the 12 th , the February meeting will need to be changed.	February meeting date will be rescheduled.
ADJOURN	There being no further business, the meeting was adjourned.	
	Renae Hamshar Recording Secretary	