

**JESS PARRISH MEDICAL FOUNDATION
BOARD OF DIRECTORS' MEETING
HELD AT PARRISH MEDICAL CENTER
April 17, 2008
MINUTES**

The meeting of the Jess Parrish Medical Foundation, Inc., Board of Directors was held on Thursday, April 17, 2008, at Parrish Medical Center in conference room 3/5 at 6:00 p.m.

The following members were present:

Jerry Allender, Chairman	Gene Segó, Board Member
Richard Boggs, Vice Chairman	Turmy Sieveking, Board Member
Santiago Bulnes, Board Member	Tim Skeldon, Board Member
Randall Coleman, Board Member	Jason Snodgrass, Chairman-Elect
Dorothy "Dot" Hudson, Board Member	N. Christine Sylvester, Member-At-Large
Kerry Kennedy, Board Member	Barbara Terhune, Member-at-Large
Roger Miller, Board Member	Bill Terry, Board Member
J.J. Parrish, III, Board Member	Rachel S. Terry, Board Member
Tricia Parrish, Board Member	Dr. John Williams, Board Member
Dr. Howard Rinker, Board Member	

Others present:

Dr. Lisa Alexander, Vice President-Medical Affairs
Kathie Coon, Co-Chair Circle of Giving Committee
Debbie Helton, Free-Lance Writer
Laurie Smirl, Executive Director
Rev. Dr. Jerald Smith, Co-Chair Circle of Giving Committee
Roxanne Woods, Foundation Development Coordinator

Members Excused:

Chris Broome, Treasurer	George Mikitarian, President/CEO PMC
Shannon DeBalli, Board Member	Lee Moore, Secretary
Kathy Dunn, Board Member	John Weaver, Board Member
Marcia Gaedcke, Board Member	Bob Yarbrough, Board Member
Jack Gould, Board Member	
Robert Jordan, Jr., Board Member	

Members Absent:

Gregory Sparkman, Past Chairman
Katherine Musick, Board Member

CALL TO ORDER

Mr. Allender called the meeting to order at 6:01 p.m.

REVIEW AND APPROVAL OF MINUTES

Mr. Allender noted the draft minutes of the Board of Directors, January 16, 2008, and requested a motion to approve.

The following motion was made by Dr. Williams, seconded by Mr. Terry and approved (19 ayes, 0 nay and 0 abstentions).

MOTION: TO APPROVE THE MINUTES OF THE JANUARY 16, 2008 BOARD OF DIRECTORS MEETING.

CHANGE OF ORDER

Mr. Allender requested a change in order of business to show the current campaign video and for a presentation by the Co-Chairs of the Circle of Giving and report on the Healing in Motion van transportation service.

UNFINISHED BUSINESS

Main Street PMC Video – Kenneth Smith Architects and BRPH Architects & Engineers provided an update on the Main Street PMC project at a joint meeting of the PMC Board of Directors and JPMF Executive Board on March 24, 2008. Ms. Smirl showed the animated rendering, referred to as the “fly through,” which was donated by BRPH. Roger Miller showed the Main Street video, noting that he had edited it and shortened it by approximately three minutes. The “fly through” and other footage will be incorporated into this video to make the final version.

SPECIAL PRESENTATION:

Kathie Coon and Rev. Dr. Jerald Smith, Co-Chairpersons for the Circle of Giving employee gifts club, provided an update on the Healing in Motion van transportation service and their “refresher” campaign.

REPORT OF OFFICERS

Chairman's Report (Continued) – Mr. Allender reported on the groundbreaking event and noted it was well attended, stating this was a milestone for the project. He also noted upcoming meetings and encouraged everyone to attend.

Treasurer's Report – Mr. Snodgrass reported for Mr. Broome who was unable to attend. Mr. Snodgrass noted the assets and balance sheet. As discussed at our January meeting, the board was advised that some of the line items on the Balance Sheet had been consolidated to streamline the reporting process. Revenues are about the same this month compared to this month last fiscal year; year-to-date revenues are ahead by approximately \$180,000.

Our new auditors, Davies, Houser & Secrest, CPA, P.A., completed the audit for fiscal year ending September 30, 2007. It was deemed a clean audit with no findings. They did recommend we transition next year to an accrual basis of accounting (versus the current cash basis) to account for the value of pledges. They also recommended the Executive Committee & Board of Directors continued their current level of oversight in light of recent fraud and abuse cases.

The following motion was made by Mr. Bulnes, seconded by Mr. Terry and approved (19 ayes, 0 nay and 0 abstentions).

MOTION: TO APPROVE THE FINANCIAL REPORT OF JANUARY 2007 AS PRESENTED.

Executive Director's Report: -- Ms. Smirl introduced two new people that board members may hear from -- Ms. Meri Lyn Kyle, a new foundation volunteer, who will assist with follow up work and volunteer coordination; and Ms. Debbie Helton who will be retained to assist with writing articles and grants for JPMF.

Ms. Smirl asked for continued board support with fundraising for The Children's Center. Their next event will be a community open house and tour of the center (tentatively set for Friday, August 1, 2008) in which a drawing for a \$1000 shopping spree will be conducted.

DEVELOPMENT COUNCIL REPORT

Mr. Boggs reported campaign totals to date exceeded \$2 million and congratulated the board.

Annual Gifts – Mr. Snodgrass reported we hosted the Champagne, Chocolates & Celebration to unveil our donor wall, which was successful and a well-attended event. The new *Doctor's Day* program was implemented to build relationships with the PMC medical staff, acquire new donor names and raise funds for medical scholarships. Raised \$2500 with a 1.5% response rate.

Corporate Gifts – We'll be scheduling a meeting with Tim Skeldon to set a strategy with the hospital vendors. Regions Bank has been recruited as our latest Circle of Life Society member.

Physician Gifts – Although we have lost Dr. Schwartz, Dr. Manion, who is joining our board, has agreed to help with physician gifts and will hold a wine & cheese reception for some of his colleagues who are primary care physicians.

Major Gifts – Mr. Snodgrass reported for Mr. Sego, stating we currently have 56 members in Circle of Life Society, have raised **\$1,154,769** through this group (includes the Auxiliary \$300,000) and have targeted three couples for lead gifts or other naming opportunities. He asked everyone to identify one new person/couple capable of giving a gift of \$10,000 or more over 3-5 years, who they know well enough to invite to a reception or introduce to one of the members on the Major Gifts committee.

Tiger Team – Next meeting is set for May 12, 2008 at noon. It was requested that members work on their prospect.

NEW BUSINESS

New Member – Mr. Allender requested a motion to approve Dr. Christopher Manion, MBA, as a new board member, whose application was included in the distributed board materials.

The following motion was made by Mr. Parrish, seconded by Mr. Bulnes and approved (16 ayes, 0 nay and 0 abstentions).

MOTION: TO APPROVE MEMBERSHIP OF DR. CHRISTOPHER MANION, MBA, TO THE JESS PARRISH MEDICAL FOUNDATION BOARD.

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PARRISH MEDICAL CENTER UPDATE

Dr. Alexander reporting for Mr. Mikitarian provided an update on Parrish Medical Center and provided information regarding the Parrish Heart and Health Village.

Mr. Allender thanked everyone for coming and their continued support.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:15 p.m.

L. Lee Moore, Secretary