

**JESS PARRISH MEDICAL FOUNDATION  
EXECUTIVE COMMITTEE MEETING  
June 24, 2008  
MINUTES**

The meeting of the Jess Parrish Medical Foundation, Inc., Executive Committee was held on Tuesday, June 24, 2008, at Parrish Medical Center in conference room 1 at 8:00 a.m.

**The following members were present:**

Jerry Allender, Chairman  
Christopher Broome, Treasurer  
Lee Moore, Secretary  
Gene Segó, Corporate/Major Gifts Chair  
Jason Snodgrass, Chairman-Elect  
N. Christine Sylvester, Member-at-Large

**Others present:**

Laurie Smirl, Executive Director  
Roxanne Woods, Development Coordinator

**CALL TO ORDER**

Mr. Allender, Chairman, presided and called the meeting to order at 8:00 a.m.

**REVIEW AND APPROVAL OF MINUTES**

The following motion was made by Mr. Snodgrass, seconded by Mr. Moore and approved (6 ayes, 0 nays and 0 abstentions).

**MOTION: TO APPROVE THE MINUTES OF MARCH 24, 2008, OF THE EXECUTIVE COMMITTEE AS PRESENTED.**

**REPORT OF OFFICERS**

*Chairman's Report* – Mr. Allender welcomed the committee. He requested a change to order of business to move the Development Council report to the end of the agenda.

Mr. Allender reviewed establishing an Investment Policy Statement (IPS) for the foundation in order to remove risk associated with the large uninsured portion of our cash holdings and the opportunity to achieve greater investment earnings. Discussion ensued. All were reminded to complete the risk tolerance questionnaire.

Further discussed was the reclassification of the foundation from a 509(a)(3) to a 509(a)(1). We would remain a public charity, but IRS regulation changes under the former classification have excise tax implications for private/corporate foundations. Staff is working with David Moja from RSM McGladrey.

*Treasurer's Report* - Mr. Broome stated that the financials were included in the meeting package, and he would be available for questions, explaining why MTD totals are down compared to the same time last year.

The following motion was made by Mr. Moore, seconded by Ms. Broome and approved (6 ayes, 0 nays, and 0 abstentions).

**MOTION: TO APPROVE THE FINANCIALS FOR APRIL AND MAY 2008**

*Executive Director's Report* – Ms. Smirl shared that the foundation website is up and running and can accept on-line donations. All were encouraged to view the website. The state historic preservation grant was approved for the \$49,000 matching grant for the Taylor-Dunn House. The next grant application for the \$350,000 Special Category is due July 31. Staff will submit this application but expectations are that the competition will be even greater since none were awarded in the last cycle. Ms. Smirl reported on the progress of selection for the new Development Officer.

**NEW BUSINESS:**

*Third Quarter Grants* – Mr. Moore reported on the recommendations of the Grants Committee held on June 16, 2008, at the Children Center. Discussion ensued.

The following motion was made by Mr. Moore, seconded by Mr. Snodgrass and approved (6 ayes, 0 nay and 0 abstentions).

**MOTION: TO APPROVE \$2,000 TO CHILDREN HOME SOCIETY, \$6,500 TO THE NORTH BREVARD CHARITIES SHARING CENTER, \$2,500 TO TITUSVILLE YMCA FAMILY CENTER FOR YOUTH SCHOLARSHIP PROGRAM AND FINAL PAYMENT OF \$1,000 TO THE CHILDREN CENTER.**

*2008 Nominating Committee Selection* – Mr. Allender selected the following members to participate on the 2009 Nominating Committee: Mr. Moore-Chairman, Mr. Broome and Mrs. Sylvester.

**DEVELOPMENT COUNCIL REPORT**

Ms. Smirl reported that since the last campaign council meeting on May 12, there have been six cultivation events in the Sodexo Hospitality Room:

- May 13 & 20 (Hosts: Sylvester, Terry & Snodgrass with help from Hudson) – 11 prospects; 2 annual gifts; 1 in-kind gift, 7 pending, 1 decline.
- May 27, June 9, & June 16 (Hosts: Boggs & Skeldon) – Five hospital vendors pending
- June 5 (Host: Dr. Chris Manion): Four prospective physician donors are pending; two current

Campaign Total: **\$2,049,932** or 59% of campaign goal.

Mr. Allender led discussion of next steps for the committee in fundraising endeavors and events.

The next Tiger Team meeting will be held on August 11, 2008.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 9:30 a.m.

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L. Lee Moore, Secretary