

**JESS PARRISH MEDICAL FOUNDATION
EXECUTIVE COMMITTEE MEETING
AUGUST 26, 2008
MINUTES**

The meeting of the Jess Parrish Medical Foundation, Inc., Executive Committee was held on Tuesday, August 26, 2008, at Parrish Medical Center in conference room 1 at 8:00 a.m.

The following members were present:

Jerry Allender, Chairman
Richard Boggs, Vice Chairman
Christopher Broome, Treasurer
Christopher Manion, M.D., Corporate Gifts Chair
George Mikitarian, CEO/Ex-Officio
Lee Moore, Secretary
Gene Segó, Corporate/Major Gifts Chair
Tim Skeldon, CFO/Ex-Officio
Jason Snodgrass, Chairman-Elect
N. Christine Sylvester, Member-at-Large
Barbara Terhune, Member-at-Large

Others present:

Laurie Smirl, Executive Director
Roxanne Woods, Philanthropy Coordinator
Holly Woolsey, Philanthropy Officer

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 Mrs. Terhune, seconded by Mr. Snodgrass and approved (11 ayes, 0 nays and 0 abstentions).

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

REPORT OF OFFICERS

Chairman's Report – Mr. Allender welcomed the committee. He noted that Mr. Edward Poe would be celebrating his 90th birthday. Ms. Smirl read a letter that would be presented to Mr. Poe at his birthday recognition party.

The following motion was made by Mr. Broome, seconded by Mr. Moore and approved (11 ayes, 0 nays and 0 abstentions).

MOTION: TO APPROVE THE LETTER OF CONGRATULATIONS AND APPRECIATION TO MR. POE.

Treasurer's Report - Mr. Broome stated that the financials were included in the meeting package, and he would be available for questions.

The following motion was made by Mr. Broome, seconded by Mr. Moore and approved (11 ayes, 0 nays, and 0 abstentions).

MOTION: TO APPROVE THE FINANCIALS FOR JUNE AND JULY 2008.

Executive Director's Report – Ms. Smirl reported on the Cardiac Catheterization Suite opening held on August 13, 2008. Proceeds of \$2,750 will be designated to the *Health Village at Main Street PMC*.

Ms. Smirl reviewed recent grants. Also noted, was an in kind gift from Skanska for \$23,000. This will be paid through Parrish Medical Center.

Ms. Smirl explained that The Children's Center requires an additional \$8,000 to meet their budget prior to September 30, 2008. She reminded the board that it is part of the foundations responsibility to assist with fundraising for The Children's Center. The committee requested that Ms. Duester attend the next Executive Committee meeting to discuss establishment of The Children's Center endowment fund.

The following motion was made by Mr. Broome, seconded by Mr. Moore and approved (11 ayes, 0 nay and 0 abstentions).

MOTION: TO MOVE \$8,000 FROM JPMF UNRESTRICTED FUNDS TO THE CHILDREN'S CENTER.

In closing, Ms. Smirl introduced the newest member of foundation staff, Ms. Holly Woolsey, Philanthropy Officer.

MAIN STREET PMC REPORT:

Mr. Moore noted the recent article in *Vim & Vigor* for the ceremonial groundbreaking. Lake Expansion would begin at the end of September 2008, with site development beginning toward the end of October 2008. The site has now been moved further north, closer to BCC. This would provide an additional 4 acres of land. BPRH is currently taking landscaping bids.

Mr. Moore also announced that Ms. Lori Duester has assumed responsibility, in addition to the Management of The Children's Center, for multigenerational program development for the *Health Village at Main Street PMC*.

DEVELOPMENT COUNCIL REPORT

Mr. Boggs reported that the campaign council met on August 11, 2008. Campaign total is currently at \$2.1 million. Planning for further fund raising included:

- \$500,000 from Corporate/Vendors
- \$500,000 from Physician Gifts
- \$500,000 from Development Council fundraising

Mr. Boggs noted that several vendor meetings have taken place, and will continue with the assistance of Mr. Skeldon and PMC Department Heads. Dr. Manion was introduced, noting that he will chair Corporate Gifts. It was also shared that four additional physician gifts have been made since last reporting.

The next Tiger Team meeting will be held on October 13, 2008 at Noon.

The next Annual Gifts meeting will be on September 10, 2008 at 9:15 a.m. Rachel Terry and Christine Sylvester will co-chair this committee.

UNFINISHED BUSINESS:

Mr. Allender noted that a meeting would be held in the near future to review the proposed Investment Policy. A report has been provided to Ms. Smirl reflecting the outcomes of the collected surveys. It was noted that Parrish Medical Center is providing the funds for the consultant.

NEW BUSINESS:

Nominating Committee Recommendations – Mr. Moore reported on the recommendations of the Nominating Committee.

The following motion was made by Mr. Moore, seconded by Mr. Broome and approved (11 ayes, 0 nay and 0 abstentions).

MOTION: TO APPROVE THE FOLLOWING SLATE OF NOMINEES BE ENDORSED BY THE EXECUTIVE COMMITTEE FOR SUBMISSION TO THE FULL BOARD AT THE ANNUAL MEETING IN SEPTEMBER, 2008, AS FOLLOWS:

NOMINATIONS FOR REAPPOINTMENT OF THREE-YEAR TERM TO BOARD OF DIRECTORS: RICHARD BOGGS, RANDALL COLEMAN, JACK GOULD, KERRY KENNEDY, J. J. PARRISH III, GENE SEGO, TURMY SIEVEKING AND JASON SNODGRASS.

NEW MEMBERS TO THE BOARD OF DIRECTORS: JUDY ALLENDER AND JESSIE KIRK.

PROPOSED SLATE OF OFFICERS & EXECUTIVE COMMITTEE 2008-2009:

JASON SNODGRASS, CHAIRMAN; RICHARD BOGGS, CHAIRMAN-ELECT; LEE MOORE, VICE CHAIRMAN; CHRISTOPHER BROOME, ESQ., SECRETARY; BARBARA TERHUNE, TREASURER; JUDY ALLENDER, CAMPAIGN COUNCIL (TIGER TEAM) MEMBER-AT-LARGE; CHRISTOPHER MANION, M.D., CORPORATE GIFTS; GEORGE MIKITARIAN, PMC PRESIDENT/CEO, EX OFFICIO; GENE SEGO, MAJOR GIFTS; CHRISTINE SYLVESTER, ANNUAL GIFTS; JERRY W. ALLENDER, ESQ., IMMEDIATE PAST CHAIRMAN AND LAURIE SMIRL, EXECUTIVE DIRECTOR:

Spirit of Philanthropy – Ms. Woolsey introduced a new initiative –Spirit of Women. She noted this group would be a “Gift of Time, Talent and Treasures.” It is hoped that the group will adopt The Children’s Center Endowment.

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PARRISH MEDICAL CENTER REPORT:

Mr. Mikitarian stated that the hospital is working diligently to finish the year positively, noting that expenses have been high this year. Many new physicians have been recruited and would be starting soon.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 9:00 a.m.

L. Lee Moore, Secretary