

**JESS PARRISH MEDICAL FOUNDATION
EXECUTIVE COMMITTEE MEETING
HELD AT PARRISH MEDICAL CENTER
NOVEMBER 28, 2006
MINUTES**

The meeting of the Jess Parrish Medical Foundation, Inc. Board of Directors was held on Tuesday, November 28, 2006, at Parrish Medical Center in conference room 2/3 at 7:30 a.m.

The following members were present:

Jerry Allender, Chairman
Richard Boggs, Vice Chairman
Christopher Broome, Treasurer
Lee Moore, Secretary
Jason Snodgrass, Chairman Elect
Greg Sparkman, Past Chairman
Barbara Terhune, Member-at-Large

Others present:

Laurie Smirl, Executive Director
Melissa Lugo, Development Officer
Roxanne Woods, Foundation Assistant

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. Broome, seconded by Mr. Moore and approved (7 ayes, 0 nays and 0 abstentions).

MOTION: TO APPROVE THE MINUTES OF THE OCTOBER 31, 2006 WITH RECOMMENDED CHANGES.

REPORT OF OFFICERS

Chairman's Report – Mr. Allender welcomed the committee and noted that he schedule of meetings for 2007 was provided for their calendars. Future Executive Committee meetings will begin promptly at 8:00 a.m. Mr. Allender encouraged all members to attend the Gift of Light event planned for Sunday, December 3, 2006, at 5:30 p.m., at Parrish medical Center, as well as the social gathering immediately following the event in conference room 3/5.

Mr. Allender announce the Nobel house move is to take place on Saturday, December 2, 2006, from 7:00 a.m. to 10:00 a.m. All were encouraged to attend. He called upon Mr. Broome to present the treasurer's report.

Treasurer's Report - Mr. Broome noted that at the last meeting question was raised as to what to do with the \$336,932.96, currently on account for Main Street. In an effort for best return on the funds, Mr. Broome has requested that a request for proposal (RFP) be sent to local banks to give them an opportunity to provide proposals on their banking services. This will then be brought to the Executive Committee for a vote.

Mr. Moore recommended we keep liquidity in mind as well as seeking the best return on our funds. Ms. Smirl noted Wachovia offers 5%.

The following motion was made by Mr. Boggs, seconded by Mr. Sparkman and approved (8 ayes, 0 nays, and 0 abstentions).

MOTION: TO APPROVE THE FINANCIALS FOR OCTOBER 31, 2006, AS PRESENTED.

Executive Director's Report – Ms. Smirl reported that the recognition display is nearing completion and will be temporarily hung in the Atrium at Parrish Medical Center until the recognition room is finished. All were reminded of the ribbon cutting and open house for Phase I of the Sodexo Hospitality Center, to be held on December 1, 2006, at 5:00 p.m. at Parrish Medical Center.

Ms. Smirl referred to her Executive Director's report in the package regarding fundraising events. She noted that the Circle of Life recognition would also be a fundraising event. The name of the gala will be "Hearts on Main Street" and will be held in February 2007. Co-chairs for this event will be Mr. and Mrs. McCotter and Mr. and Mrs. Sego. Ms. Smirl requested that each member of the Executive Committee recruit two new members prior to the event.

Ms. Smirl asked the Committee to approve the recognition/fundraiser gala. It was explained that this will be an incentive to people who give \$1,000 and above, as they will receive an automatic invitation to the gala. There will be tickets available to purchase at \$175 per person, as well as tables for sale.

The following motion was made by Mr. Boggs, seconded by Mrs. Terhune and approved (8 ayes, 0 nays and 0 abstentions).

MOTION: TO APPROVE "HEARTS ON MAIN STREET GALA" AS A THANK YOU/FUNDRAISING EVENT.

Ms. Smirl announced that the foundation would be mailing 100 books of "The Ultimate Gift" to past and present supporters with a letter and campaign report. The premiere is tentatively set for Thursday, Jan. 11, 2007, at Holy Trinity Academy near the Pineda Causeway. If sufficient interest is found, it is possible we would consider renting buses to transport attendees to the event.

It was announced by Ms. Smirl that the "On Golden Pond" event has been cancelled for a number of reasons.

Mr. Moore, as chair for the "On Golden Pond" event, shared he felt that the community may be experiencing event fatigue. It was noted that the "Ultimate Gift" will be held two weeks before the "On Golden Pond," and the "Hearts on Main Street Gala" two weeks after. A general feeling of over scheduling was noted. Also, after speaking with Pride Philanthropy, it was realized that this event would not be a moneymaker for the foundation. Mr. Moore has requested

that the theatre return funds, minus advertising and costs incurred by the theatre. Mr. Moore did encourage the group to attend the play. Mr. Allender thanked Mr. Moore for his efforts on the project.

MAIN STREET UPDATE

Mr. Moore announced that the move of the Noble House is to take place on Saturday, December 2, 2006. He further shared that the voter referendum did not pass, but there is still reason to be optimistic. Some funding from the county may be available. Discussion ensued.

Mr. Moore noted that the county and St. Johns Water Management District would be building the lake by June 2007. The shoreline could be completed by October 2007, with public amenities (e.g. benches, pavers, lighting, etc.). It is felt that Phase I of the project could be completed by October 2008. It was stated, "that our core mission is to raise money and we need to make sure the funds are available for the project."

Mr. Boggs inquired about the groundbreaking, and asked if it would be possible to have this at the time of the Garden Party? Mr. Mikitarian stated that perhaps when the shoreline is brought to vision, we could utilize the opportunity to have our groundbreaking.

DEVELOPMENT COUNCIL REPORT

Mr. Boggs called attention to the new organizational chart of the Development Committee in their handouts. No questions noted. Mr. Boggs shared that there was a recent meeting for a naming opportunity. Mr. Boggs will follow up with the potential donor on December 15, 2006. He shared that the outcome seemed very favorable.

Major Gifts - Mr. Boggs, reporting in Mr. Seago's absence, announced that Ms. Smirl has secured a new Circle of Life member at the \$25,000 level. The committee was encouraged to make calls during this season of giving. Ms. Smirl shared that Mr. Boggs and Mr. Allender were very good on calls, and if anyone should need assistance, and Ms. Smirl is not available, they would be good choices.

Annual Gifts – Mr. Snodgrass announced that a first perennial member has been recruited for the New Year. Mr. Snodgrass further asked all to make every effort to attend the Gift of Light to be held on December 3, 2006, at 5:30 p.m. at Parrish Medical Center. He further shared that the Pauline Bryan Society Garden Party is slated for April 1, 2006

Tiger Team - Mr. Boggs commented that the goal is to make the two million dollar mark by September 30, 2007. It was also noted that the State Delegation would be meeting on December 19, 2006. It is hoped that we will obtain their support for our state grant.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Ms. Smirl noted the Community Awareness/Events Committee would be meeting on November 30, 2006. Mrs. Mikitarian and Mrs. Allender will be co-chairing this committee. The meeting focus will be to determine fundraisers beyond the Gift of Light, Hearts on Main Street

Gala and the Garden Party. The committee will be asked to consider staff resources in the planning of events.

Scholarship Program – Mr. Sparkman requested a motion to move \$15,000, when available, from the NBMS funds to the Scholarship Fund for 2007. Some discussion ensued.

The following motion was made by Mr. Sparkman, seconded by Ms. Terhune and approved (8 ayes, 0 nay, and 0 abstentions).

MOTION: TO MOVE \$15,000, WHEN SUFFICIENT FUNDS ARE AVAILABLE, FROM THE NBMS FUND TO THE 2007 SCHOLARSHIP FUND.

PARRISH MEDICAL CENTER UPDATE

Mr. Mikitarian reported that the \$300,000 Sodexho Hospitality Room has been completed. The room is very high tech, and it will allow for a place “to tell our story.” Procedures for room use will be developed. This is the first half of the recognition room. The ribbon cutting is to be held on Friday, December 1, 2006, at 5:00 p.m. Sodexho representatives will be present. Mr. Mikitarian gave a brief history of the Sodexho Company, and requested that those who attend extend thanks to the Sodexho representatives.

It was shared by Mr. Mikitarian that the Port St. John project continues to be built and should be opening in May or June of 2007. The project is currently on budget.

Mr. Mikitarian further stated that physician recruiting is coming along well.

It was announced that PMC had a very successful fiscal year and that this was the most successful/quality year in the last five years. The hospital received its highest score in employee and patient satisfaction. It was announced that Jess Parrish Medical Foundation received a Second Place - Certificate of Excellence for outstanding performance and dedication to financial stewardship for total percentage savings from their budget.

Ms. Smirl shared that Parrish Medical Center covers the administrative expenses for Jess Parrish Medical Foundation.

Ms. Smirl reported that we are currently working on developing a DVD with Mr. Roger Miller. Mr. Miller is a retired NBC Producer/Director from Chicago. It was also noted that Communication Concepts is working on this project with Mr. Miller. An appointment has been made with representatives of Taylor Dunn for a mini-documentary on the house and family. Video clips from the house move will be included in the DVD.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:25 a.m.