

*Health Services Agency Foundation
Board of Directors*

Minutes

September 8, 2008

Attendance: Wendy Farrace, Judy Fisher, Jack Helsby, Tammy Miller, Annamary Peck, Christina Tipsword, Yvonne Villanueva

Non voting members: Todd Aaronson, Marlene Champlin, Phoebe Leung, Heidi Santino

Non Attendance: Steve Benak, Peter Broderick, Rocki Cohen, Sabrina Enevoldsen, Meagan Mote, Lou Santistevan, Linda Tourtlotte, Katie Van Konyenburg

- I. Call to order Judy
- II. Approve of July minutes pgs 3-4 Judy (v)
Approval: Yvonne, Christina, approval
- III. Financials Jack
 - A. Balance Sheet pgs 5-6
 - B. Profit Loss YTD pgs 7-10
 - a. Balances September 8, 2008
 - 1. Development Account. \$12,921.25
 - 2. General Account and US Bank \$46,409.55
 - a. Reserves \$12,000.00 Event / Operations
 - b. Pending \$3,000 Audit
 - c. Pending \$12,000 Accounts Payable/
Approved Funding
 - d. Pending \$17,026.74 9 months salary
September- May 2009 Executive Director
 - i. Balance for funding \$2,382.81

Discussion: Jack is working on reorganizing financials for reporting

Approval: Annamary, Tammy, approval

- IV. New Business
 - A. Pediatrics October 9 or 16th- Opening Celebration requesting \$300 for refreshments (ExD Recommendation: Yes, would benefit the Foundation through awareness in the community, self promotion and donation opportunity signs around facility on the night of the event)

Approval: Tabled for Marketing meeting discussion on September 15, 2008

- B. Newspaper in Education Sponsorship Renewal (ExD Recommendation: No, sponsorship was not consistent with expectation for price)

Approval: No motion for approval

- C. Foundation Halloween Costume Contest Sponsor ship Renewal \$300 (ExD Recommendation: Yes, great employee / Foundation relationship building for a small amount of funding)

Discussion: Todd would like to work to have the costume awards and snack (apples) be donated.

Approval: Motion to approve continued sponsorship without financial support Annamary, Kathleen, approval

- D. Wheelchair Scale McHenry Medical Office approval was \$2600, actual cost was \$2971.75 with tax and shipping. Requesting approval to cover the overage of \$371.75. (ExD Recommendation: Yes although higher than budgeted it has not happened often since my tenure and it effects the clinic directly)

Approval: Non approval of additional funding Annamary, Wendy, approved

- E. 2007-08 Dental Sealant funding, billed in two installments whereas previous years billed in one. Our cost was \$12,000 as originally budgeted.

- F. Fundraising ideas
 - a. Mail Campaign
 - 1. Business to fund mailing
 - 2. Benchmark- Todd
 - b. Calendar (Annamary)
 - c. Wine Tasting
 - d. Employee Event
 - 1. Cold Stone Night

Approved: Motion to approve fundraising opportunities at the discretion of the Executive Directors in which Board participation may be used but no funding from the board

Need a Fundraising oversight committee

- G. Board Status Changes-
 - a. Non Attendance

Approval: Kathleen, Annamary, approval

9-26-08 Amendment has been made to table vote for non attendance to be discussed at the October 11, Strategic Planning Meeting

- b. Lou Santistevan-change to a Sustaining Member

Approval: Yvonne, Annamary, approval

- c. Aaron Kellums- New Board member

Approval: Yvonne, Christina, approval

V. Committees & Reports

- A. Strategic Meeting October 11-Paradise Medical Office
- B. Residency Report
- C. Marketing & Advertising Todd
- D. Golf

- a. Message from Katie: After careful consideration and thought it is my belief and frustration that to have

successful events we need all board members to help in securing new sponsors, golfers and auction items. I understand that this is out of a comfort zone for many but without everyone's efforts we are failing to increase our donor base and it is reflected in our fundraising efforts. I encourage all of you to start making contacts now and mentioning the golf tournament to those you come in contact with, you never know who might be interested. What we do does make a difference in our community.

- b. Goals:
 - 1. New sponsors
 - 2. New golfers
 - 3. Exciting Auction items

Preference: May 11 then April 20

E. String of Pearls

Wendy

PowerPoint: Tango at Twilight, October 17, 2009, ARC of Stanislaus

VI. Dates to Remember:

Board Meetings, 830 Scenic, Lobby Conference Room, 5PM

- a. **October – No Regularly Scheduled Meeting**
- b. **October 1- Funding Requests Due (Annual Requests)**
- c. **October 11- Strategic Planning Meeting- Paradise Medical Office**
- d. **October 27- Executive Meeting, 4PM**
- e. **November 3- Board Meeting**
- f. **November 24- Executive Meeting**
- g. **December 1- Board Meeting**

Executive Meeting: last Monday of the month

Board Meeting: first Monday of the month

+ denotes change in normal meeting

* denotes agenda attachment

(v) denotes Vote needed