



# Southwest Memorial Hospital Foundation

## Board of Directors Meeting Minutes

January 17, 2024, 1-2:30pm, Kiva Conference Room

### Board Members

Derek Beckman, President · Karen Hubley, Vice President · Melinda Smith, Treasurer · Abby Nuetzel, Secretary · Gala Pock, MCHD · Jaycee Hart · Joe Theine, CEO of SHS

Attendees: Karen Hubley, Melinda Smith, Gala Pock, Jaycee Hart, Joe Theine, Chuck Krupa, Austan Koller, Abby Nuetzel

### Agenda

#### Introductions & Public Comments

#### Minutes from November Meeting

Gala motioned to accept November meeting minutes as presented, Karen seconded. Minutes passed.

#### Treasurer's Report

Dolores State Bank balance as of 12/31/23: \$ 109,495.80

\$28,789 total deposits since last board meeting.


#### Old Business

1. Region 9 Enterprise Zone (EZ) Status
  - a. Status of certification of EZ qualified donations – Abby has submitted all current EZ qualified donations to State
  - b. Next EZ Project to be submitted in 2024 to begin in Q1 2025.
2. Foundation Website Published
  - a. The photos for board members do not look consistent. Jaycee recommends that we have new photos taken in the atrium at February board meeting.
  - b. The old website is still live. Jaycee will research to redirect from old website with Chuck's assistance.
3. PayPal account
  - a. Derek to confirm – Abby will circle back.
4. MCHD Plaque – Recognition for Fred Dewitt on EMS building
  - a. BoD approved up to \$500 for the MCHD plaque honoring Fred Dewitt during November meeting. Abby to present invoice from MCHD for approval.

- b. Abby moved to pay half of the plaque invoice as provided by MCHD, Jaycee seconded. Motion passed with approval to pay \$365 (1/2 of cost of plaque).
- 5. Recruitment for SHS providers – Welcome Baskets for visiting potential providers
  - a. Two welcome baskets have been created for visiting potential providers in December.
  - b. Welcome cards by Foundation.
  - c. Jaycee to update if SHS is anticipating visiting potential providers in coming months.
    - i. One new basket is next week.
- 6. EZ Qualified Fundraising Initiative for Q4 2023 and Q1 2024
  - a. Kickoff Event held at WildEdge Brewing on Thursday, 12/7, at 5 pm
    - i. WildEdge will donate \$1 of every Monkey Wrench pint sold.
  - b. Update on donations received.
    - i. We raised \$28,789 along with paypal donations.
    - ii. Approximate cost for new equipment for \$35,200. Abby moved to fund the new equipment from the fundraiser, Gala seconded. Board approved to purchase the equipment.
  - c. Thank you notes.
    - i. Jaycee will bring donor thank you note to February meeting for board members' signatures.
  - d. Next steps for medical equipment purchase.
    - i. Joe and Chuck will work to get the PO issued for the purchase of the equipment.
- 7. Volunteer Expo by Montezuma Leadership Network
  - a. BoD had table at the Volunteer Expo in December. Melinda, Karen, Derek, and Abby attended the event.
  - b. Form received during event from MLN
    - i. Board members to return Board Development checklist at February meeting for discussion.

## New Business

- 1. Nominations for new BoD members.
  - a. Bylaws allow for (9) members along with Hospital CEO and an appointed director from each the MCHD and SHS boards. **The current board vacancy is four board members.**
    - i. Four candidates have submitted letters of interest to join the foundation BoD. Current BoD members analyzed letters and considered nominations.
    - ii. Gala moved to accept all (4) applicants – Molly, Austen, Bill, and Karla – to the Southwest Memorial Hospital Foundation. Karen Seconded. Approved by board (Joe abstained).
- 2. New Bank Account Opened for EZ Qualified Donations
  - a. \$1,000 moved into new account to keep it open.
  - b. Gala moves that new account be designated for EZ donations. Abby second. Motion Approved.
- 3. Cancer Assistance Grants
  - a. Update language on how often a recipient can receive a cancer assistance grant.
    - i. A former employee reached out for a second assistance grant. Karen moved, Jaycee seconded. Approved to fund this grant application.
    - ii. Abby moved that grant language is changed to an one time grant, Jaycee seconded. Approved.

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1. Jaycee will update language for circulation.
  - b. Fundraiser for Grants – Melinda would like to start Taste of the Seasons. Melinda to present plan in February.
  4. Empire Electric check for \$1,500 with opportunity to match.
    - a. Karen & Abby to work through matching donation. Money to be placed in general bank account to be used for cancer grants.

## Next Meeting

February 21, 2024, 1-2:30 pm, **Kiva Conference Room**