
Southwest Memorial Hospital Foundation Board of Directors Meeting Agenda

February 15, 2023, 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

Agenda

Introductions

Minutes from December Meeting

Treasurer's Report

Old Business

1. Transfer of QR Code Donations to Paypal (Derek to transfer to foundation bank account)
 - a. Derek reached out to previous director, Amy, to get password for Paypal. Amy did not have the password. Derek will try to reset the password and reach out to Paypal with any issues.
2. Three Additional Board Members are needed
 - a. The board is now comprised of 3 board members that are SHS employees; next board member will need to be a non SHS employee.
 - b. Jaycee to create a social media post advertising the open board positions.
3. Planning 2023 Fundraisers
 - a. Large Annual Fundraiser
 - i. Ideas
 1. Taste of the Seasons 2023
 - a. "Taste of Montezuma County" at a new location?
 - i. County Annex Building
 - ii. Cortez Park
 - b. Partnerships with other nonprofits to help with planning?
 - i. United Way
 - ii. Friends of the Recreation Board
 - iii. First National Bank helped with ticket sales previously
 - c. Date/Timeline for event by February meeting
 - b. Smaller Quarterly Fundraisers
 - i. Potential to quarterly host a fundraiser at local establishments ala WildEdge event in May 2022.

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1. Fenceline is a possibility in the spring. Melinda will apply to host event at Fenceline in the spring.
 - ii. ATV Poker Run – August 2023
 4. The baby training simulation model used by SHS has fallen apart and is needing replaced. SHS employees to submit grant application to the foundation for review. Replacement model is approximately \$3,000.
 5. Board to add foundation meeting details (date/time/location) to website and social media.

New Business

1. Medical Staff Services, Deborah Herman – Retention of providers and Fundraisers
2. Enterprise Zone (EZ) Status
 - a. The foundation must have contributions to remain in active status as EZ. Last certified contribution was Spring 2020. If there are plans to fundraise and EZ is something we are going to offer donors, then the designation can remain active until December 2024.

Next Meeting

April 19, 2023, 1-2:30 pm, **Kiva Conference Room**

Southwest Memorial Hospital Foundation Board of Directors Meeting Agenda

April 19, 2023, 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

Agenda

Introductions

Minutes from February Meeting

Treasurer's Report

Old Business

1. Three Additional Board Members are needed
 - a. The board is now comprised of 3 board members that are SHS employees; next board member will need to be a non SHS employee.
 - b. There is an additional SHS employee who would like to join once a volunteer outside the organization is filled.
2. Planning 2023 Fundraisers
 - a. Large Annual Fundraiser
 - b. Smaller Quarterly Fundraisers
 - i. ATV Poker Run – August 2023
 1. Last event took place near Transfer campground. Will need to get a permit by the Forest Service. Will need more volunteers to ensure a successful event.
 2. Board to select the date over the next 30 days via email.
3. The baby training simulation model used by SHS has fallen apart and is needing replaced. SHS employees to submit grant application to the foundation for review. Replacement model is approximately \$3,000.
4. Board to add foundation meeting details (date/time/location) to website and social media. Derek will begin doing this moving forward.
5. Region 9 Enterprise Zone (EZ) Status
 - a. The foundation must have contributions to remain in active status as EZ. Last certified contribution was Spring 2020. If there are plans to fundraise and EZ is something we are going to offer donors, then the designation can remain active until December 2024.
 - b. In 2023, we must create a new 5 year business plan that outlines how we plan to raise money and what the money will be used for. Yearly active donations of \$5,000 is required to remain status.

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- c. Chuck Krupa to bring up to SHS leadership team to EZ status to gauge interest of SHS to maintain EZ status and provide potential support to the foundation to maintain the EZ status.

New Business

1. Update on Fenceline Fundraiser – 4/15/2023

Next Meeting

June 21, 2023, 1-2:30 pm, **Kiva Conference Room**



Southwest Memorial Hospital Foundation Board of Directors Meeting Agenda

June 21, 2023, 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

Agenda

Introductions

Minutes from April Meeting

Treasurer's Report

Old Business

1. Three Additional Board Members are needed
2. Planning 2023 Fundraisers
 - a. Smaller Quarterly Fundraisers
 - i. ATV Poker Run – August 2023
 1. Last event took place near Transfer campground. Will need to get a permit by the Forest Service. Will need more volunteers to ensure a successful event.
 2. Board to select the date before the June meeting.
3. The baby training simulation model used by SHS has fallen apart and is needing replaced. SHS employees to submit grant application to the foundation for review. Replacement model is approximately \$3,000.
 - a. Melinda will send an example application to Jaycee.
4. Board to add foundation meeting details (date/time/location) to website and social media. Derek will begin doing this moving forward.
 - a. Derek is struggling with access to foundation FB page. Will post from the social media account once access is regained.
5. Region 9 Enterprise Zone (EZ) Status
 - a. The foundation must have contributions to remain in active status as EZ. Last certified contribution was Spring 2020. If there are plans to fundraise and EZ is something we are going to offer donors, then the designation can remain active until December 2024.
 - b. In 2023, we must create a new 5 year business plan that outlines how we plan to raise money and what the money will be used for. Yearly active donations of \$5,000 or 5 donors are required to maintain status.
 - i. 5 Year Business Plan is due in 2024. Melinda to follow up on deadline for 5 Year Business Plan.

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- c. Chuck Krupa to discuss with SHS leadership team to EZ status to gauge interest of SHS to maintain EZ status and provide potential support to the foundation to maintain the EZ status.
 - d. Gala is donating \$5,000 to the foundation.

New Business

1. How do we best maintain our mission and purpose considering the current financial situation and subsequent decisions made by SHS (announcement of closing the birthing center before announcement reversing the closure)?
 - a. Purpose (from bylaws):

To support Southwest Health System, Inc. in providing high quality, accessible health care for the people of Montezuma County and surrounding areas, and to assist in meeting its need to recruit and retain physicians and other medical providers, obtain new equipment and furnishings, continue to provide effective and efficient emergency care, and other services in partnership with the hospital.
2. Potential Opportunity to attract new board members & encourage donations:
 - a. Hosting a booth at a local event (for example: County Fair, Third Thursday Concert)
 - i. Derek to research upcoming opportunities and report back to the board.

Next Meeting

August 16, 2023, 1-2:30 pm, **Kiva Conference Room**

Southwest Memorial Hospital Foundation Board of Directors Meeting Agenda

August 16, 2023, 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

Agenda

Introductions

Minutes from June Meeting

Treasurer's Report

Old Business

1. Vacancies on the Board & Recruitment
 - 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.**
2. Planning 2023 Fundraisers
 - i. Q4 2023 Fundraiser?
3. Region 9 Enterprise Zone (EZ) Status
 - a. The foundation must have contributions to remain in active status as EZ. The last certified contribution was Spring 2020. If there are plans to fundraise and EZ is something we are going to offer donors, then the designation can remain active until December 2024.
 - b. In 2023, we must create a new 5 year business plan that outlines how we plan to raise money and what the money will be used for. Yearly active donations of \$5,000 or 5 donors are required to maintain status.
 - i. 5 Year Business Plan is due in 2024. Melinda to follow up on deadline for 5 Year Business Plan.
4. Cancer Grants– 3 grants issued for \$1,000 each since June meeting.

New Business

1. How do we best maintain our mission and purpose?
 - a. Purpose (from bylaws):

To support Southwest Health System, Inc. in providing high quality, accessible health care for the people of Montezuma County and surrounding areas, and to assist in meeting its need to recruit and retain physicians and other medical providers, obtain new equipment and furnishings, continue to provide effective and efficient emergency care, and other services in partnership with the hospital.

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2. Foundation Website – Potential to be moved into SHS website with SHS Board & MCHD

Next Meeting

October 18, 2023, 1-2:30 pm, **Kiva Conference Room**



Southwest Memorial Hospital Foundation Board of Directors Meeting Agenda

October 18, 2023, 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

Agenda

Introductions & Public Comments

Minutes from August Meeting

Treasurer's Report

Old Business

1. Vacancies on the Board & Recruitment
 - 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.**
2. Region 9 Enterprise Zone (EZ) Status
 - a. Annual Report filed 10/11/2023.
 - b. Status of certification of EZ qualified donations
3. Foundation Website
 - a. Biography & photos needed from all current board members
4. PayPal account – Derek will initiate transfer of any funds in the PayPal to the foundation's bank account.

New Business

1. Presentation by Joe Theine, CEO of SHS
2. EZ Qualified Fundraising Initiative for Q4 2023 and Q1 2024
3. Purchasing of activity items (coloring books, etc) for admitted children
4. Cadence of foundation BoD meetings

Next Meeting

December 20, 2023, 1-2:30 pm, **Kiva Conference Room**

Southwest Memorial Hospital Foundation Board of Directors Meeting Agenda

November 15, 2023, 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

Agenda

Introductions & Public Comments

Minutes from October Meeting

Treasurer's Report

Old Business

1. Vacancies on the Board & Recruitment
 - 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. Advertisement for open board positions to begin with application cycle closing on January 1st.
 - ii. Jaycee to present one page flyer for board recruitment.
 - iii. Distribution of announcement for BoD recruitment
2. Region 9 Enterprise Zone (EZ) Status
 - a. Annual Report filed 10/11/2023.
 - b. Status of certification of EZ qualified donations
3. Foundation Website
 - a. Biography & photos needed from all current board members.
 - i. Jayce to present layout of new website for BoD approval.
4. PayPal account – Derek to confirm that he transferred of any funds in the PayPal to the foundation's bank account.
5. Purchasing of activity items (coloring books, etc) for admitted children
 - a. Update from Jaycee - coordinating purchases with hospital staff.
6. MCHD Plaque – Recognition for Fred Dewitt on EMS building
 - a. Gala update with more details/cost.
7. Recruitment for SHS providers – Welcome Baskets for visiting potential providers

New Business

1. EZ Qualified Fundraising Initiative for Q4 2023 and Q1 2024

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- a. Kickoff Event at WildEdge Brewing on Thursday, 12/7, at 5 pm
 - b. Advertising for event & fundraising initiative
 - c. Final determination of fundraising project

Next Meeting

December 20, 2023, 1-2:30 pm, **Kiva Conference Room**