
Southwest Memorial Hospital Foundation Board of Directors Meeting Minutes

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

Board Members

Abby Nuetzel, President · Karla Demby, Vice President · Austan Koller, Treasurer · Jaycee Hart, Secretary · Karen Hubley · Molly Greenlee · Melinda Smith · Trent Woods · Gala Pock, MCHD · Evelyn Quigley, SHS · Joe Theine, CEO of SHS

Attendees: Austan Koller, Abby Nuetzel, Karla Demby, Jaycee Hart, Melinda Smith, Joe Theine (Virtually)

Agenda

Introductions & Public Comments

Minutes from June Meeting

Treasurer's Report

Fundraising Committee Update

- Fundraising Committee needs a process for general funds
- Will there be a fundraiser this year?
 - At August Meeting

Old Business

1. Venmo and PayPal discussion – Determine which platform the foundation wants to use to collect online donations.
2. Committees
 - a. Policy & Procedure
 - i. Trent expressed interest in starting this committee.
3. Board Orientation
 - a. Board 101 with Leadership Montezuma. Joe and Trent will follow-up on this item
 - b. A folder with board documents such as Bylaws and board directory are on new SharePoint
4. Marc Meyer Pew Charitable
 - a. \$2,500 for travel, lodging and registration to conference
 - i. Discussed to just give check to Marc
 - ii. Molly made a motion for foundation to pay up to \$2,500 for Marc to attend the Pew Charitable conference. Austan seconded it.
 - iii. Discussion: Make sure the foundation shares the info about us giving funds to this at Third Thursdays
5. FEES Equipment Update

- a. Looking at late August/September for FEES to be ready for patients
- b. Foundation members and SLP photo for newspaper article, social media and other marketing
- 6. Foundation SWAG Items for Third Thursdays and other events
 - a. Budget for items and type of items to purchase
 - i. \$1,000 budget was approved via email votes to order swag items.
 - ii. Tide Pen and tote bags are in the process of being ordered
 - iii. Magnet Idea – with donate info and foundation info
- 7. Table cloth with foundation logo
 - a. Jaycee will find out how much it will cost for a table cloth to be made for foundation

New Business

1. Cancer Grant from June
2. CEO Report by Joe Theine
3. EMS Grant – Evening Event for Donors and EMS to showcase the equipment.
 - a. Appetizers, showcase. Invite donors who did not donate to network them
 - b. Potentially the 14th of August – MCHD Board Meeting Day
 - i. 4:30 PM to 6PM (send calendar invite to board members)
 - c. Karla, Jaycee and Karen will work with Matt
4. Capital FF&E (Funding, Furniture, & Equipment) Committee – Jaycee
 - a. Invited Adam to join our meeting in August
 - b. Foundation members can attend meetings if wanted
5. IT Support for Foundation – Microsoft Account Demo (Jaycee)
 - i. HIPPA Release Form – Chuck
 - ii. Chuck on email Invites
 - b. We have 10 Microsoft account licenses. Austan and Jaycee currently have an account.
 - c. Info from MIS10 folder is uploaded to SharePoint
 - d. Create an agreement between SHS and Foundation to make sure everyone knows who is in charge of what.
 - e. Possible discussion to allow SHS Financial team to manage foundation funds
6. Region 9 Enterprise Zone (EZ) Status – New Project Application to Begin in May 2024
 - a. Updates?
 - i. Approval of draft on July 17 – Austan Moves to accept, Karla Seconds, Approved
 1. Abby or Karla to meet at Region 9 Meeting on July 24th
 2. Update on the next steps:
 - 7/18: Second draft of EZ Project sent to Region 9 - Complete
 - 7/18: Requests for letters of support from City of Cortez, Montezuma County Commissioners, and MCHD - Complete
 - 7/25: Region 9 Presentation - I should be able to attend. My client pitch was moved to the following week so I will plan to return from Denver on 7/24.
 - 8/13: City of Cortez Council to consider letter of support for EZ Project (sent to Drew Sanders, City Manager, to be added to Council agenda)
 - 8/14: MCHD to consider letter of support for EZ Project (sent to Rob Dobry & Brandon Johnson to be added to board agenda)
 - TBD: BOCC to consider letter of support for EZ Project (Rob Dobry is helping me get this into their workshop agenda, but I do not have a definite date yet)

Hospital Events

1. Walk with a Doc
 - a. Saturday, July 20 9:30 AM to 10:30 AM at Parque de Vida/Cortez Rec Center (Meet near the Rec Center front entrance). Every third Saturday of the month.
 - b. Led by Dr. Mullen, Dr. Anderson and Shawn Palmer, PA-C
2. Physician Visit
 - a. Dr. Sairs, MD, FMOB will be visiting SHS on July 19th
 - b. Dr. Sarah Ayala, DO, FPOB will be visiting SHS on July 22nd

Next Meeting

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