

# Southwest Memorial Hospital Foundation Board of Directors Meeting Minutes

October 15, 2025, 1-2:30pm, Kiva Conference Room

## Board Members

Karla Demby, President · Joe Theine, Vice President · Austan Koller, Treasurer · Jaycee Hart, Secretary · Molly Greenlee · Abby Nuetzel · Trent Woods · Jeanne Becker · Bob Ower, MCHD · Mary Dodd, SHS Board

## Attendees

Karla Demby, Austan Koller, Jaycee Hart, Jeanne Becker, Mary Dodd, Chuck Krupa, Joe Theine

## Agenda

### Introductions & Public Comments

**Minutes from September Meeting:** Mary Moved to accept, Jeanne seconded. Approved

**Treasurer's Report:** Karla will contact Adam to inform him that the board has approved a threshold of \$50,000 to \$60,000 for SHS to submit a grant application. The foundation will review the application in November, with the intent to fund items still needed from SHS's 2025 capital list.

### Fundraising Committee Update:

- Review what Board members are doing to recruit business and individual donors
  - Q3 letter with "dear community member" is on the Foundations SharePoint. If you do not have a printer, let Jaycee know, she can print copies for you.
- Update from Karla on meeting with The Community Foundation Serving Southwest Colorado
  - Monthly meetings in Cortez. They are a great resource for
  - Karla met with Kim and Rachel. She is awaiting resources and info from them
  - They will have a table at First Saturday in December (the 6<sup>th</sup>) at Four Season Winter Market. We are welcome to join them to hand out our resources. This item of business will be added to the November meeting agenda for a follow-up.
    - Mary and someone else? Can attend the Winter Market
- Austan will set up a meeting with Lor Foundation with Karla.
- Update status of Business Donor List for the hospital video feed.
  - The graphic is being displayed on the TVs in the SHS facilities
  - Individual Names listed: Add verbiage to our letters, etc, in 2026 that mentions you will be added to a donor list acknowledgement. If you do not want acknowledged please let us know.
- Donor appreciation event:
  - Review of food and beverage, serving supplies, tickets for drawing, name tags
    - Items needed: Ice in a cooler; chips with dips or salsa
      - 2 Black round tubs from Karen (Austan, Jaycee, Chuck will pick up)
      - Food Trays from Karen (Austan, Jaycee, Chuck will pick up)

- Mary will get ice
- Posters will be set up with various info around the event
  - Austan will get them ordered
  - Karla will get plastic poster holders
- Bobs wife will make cards with thank you's to those who donated items to the event
- Items for picture booth
  - 3 sizes of scrub tops, surgical caps, stethoscopes.
- Giveaway Items:
  - Air Pods
  - 2 sets of Gift Cards to Dotty Wampus Chocolate Factory
  - Working with Clearnetworks to get more items
  - Karla will ask Slavens if they can donate an item
  - Chuck and Jaycee will get items from SHS (20 backpacks, 20 Hyrdoflask water bottles, 20 blankets)
- Next fundraising committee meeting: Oct 22 vs meeting early Oct 23 for set up for the event.
  - Canceled because of event
- Colorado Gives Day – Updates from Molly
  - December 9, 2025
  - Foundation page on [coloradogives.org](http://coloradogives.org)
    - <https://www.coloradogives.org/organization/SouthwestMemorialHospitalFoundation>

## Old Business

1. Third Thursday
  - a. Review and reflect on event and suggestions for next year (re-add to March to get prepped for the summer)
    - i. Handouts with less text, eye catching.
    - ii. Banners that are bold so people standing far away can see what they say
      1. List of 2025 donors
      2. General banner overall
    - iii. Donation envelopes
    - iv. Photobooth with props to hopefully catch the eye of families and other people who don't just come to tables
2. Montelores Cancer Grant workgroup update
  - a. Follow-up from Trent
    - i. Written formal Board procedure for application and awarding grants
    - ii. Website instructions for applying for a grant
  - b. Follow-up from Jeanne and Austan on the completion of the Ballentine grant
    - i. The application has been submitted
    - c. City of Cortez Grant was submitted by Austan
    - d. Onward Grant (\$5,000) was submitted by Austan
    - e. Jeanne will reach out to Osprey
3. Documentation of approved Board policies:
  - a. In-kind donations of valued under \$1000 shall be reported as revenue and be expensed out

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## Board of Directors Meeting Minutes

- b. Board composition: More than half of the Board members are (non employees) not disqualified by being SHS employees. SHS employee Board members may not have manager roles at SHS.
- c. Create a policy template that we can write policy's with and house them on our SharePoint in a Policy Folder

### New Business

1. Review of Article 4, sections 1-9 of the Foundation By-Laws
  - a. Section 2: verbiage will be changed to say: The Officers of the Board shall be elected at the annual meeting from and by the Board. Term of office shall be one (1) year. Each officer shall continue in office until his successor shall have been duly elected and qualified. Any officer may not hold the same office for more than **four (4) consecutive terms**.
  - b. Section 7: edit section to say: At the request of the President, or in his/her absence or disability, the Vice President shall perform all of the duties of the President, and, in so doing shall have all the powers of and be subject to all the restrictions upon the President. He/she shall perform such duties **as may, from time to time**, be assigned to him/her by the Board or the President.
2. CEO Report
  - a. SHS growth is exceeding planned outcome
  - b. SHS has a 4% growth goal every year. SHS is currently at 3.6% at end of September 2025
  - c. 87 days cash on hand
  - d. Foundations work with OB Ultrasound is tied directly to a significant increase in patient visits to the Mancos Valley Health Clinic in 2025. SHS is projected to exceed their set goal of patient visits in 2025
  - e. The PFT machine is here and staff are getting trained to use it
3. Abby Nuetzel has given her letter of resignation and it has been accepted
  - a. Have flyers on tables at the event that lists ways people can volunteer or join the board

### Next Meeting

November 19, 2025, 1-2:30 pm, **Kiva Conference Room**