

Cascade Medical Foundation  
Board Meeting Minutes  
November 15, 2019  
CM Arleen Blackburn Conference Room

Present: Marlene, Linda Kinder, Bob Adamson, Nancy Lellelid, Ted and Kathy Montgomery, Wade Nash, Mark and Terri Judy, Scott Schimelfenig, Dana and Jeff Wilson, Strode Weaver, Mogens Bach, Vangie Schasse

CM present: Pat Songer, COO, Mary Helen Mayhew and Helen Rayfield, Commissioners

Absent: Linda and Scott Bradshaw, Kathi Nash, Ann MacPherson, Nancy McReynolds, Ken West

Mission read by Strode Weaver.

Consent Agenda – Nancy L made the motion, Scott S seconded it. All approved the October 2019 Minutes and the November 2019 Agenda.

Hospital – Pat Songer, COO, spoke about his background (30 years in healthcare, 15 in EMS/critical access care, involved with national movement toward tele-paramedicine.

Pat spoke highly of CM, the collaboration and trust, between a stable board and administration and also with the foundation. He's worked with Marlene on a grant.

Pat gave information about the clinic build-out, which is up for bids, to finish a conference room (for group visits and meetings) and some offices. Goes along with the idea of team-based care with more open space for teams to congregate. Goes with EMR that allow each provider to care for patients accessing all available information. Privacy concerns are still eminent. Institute for Healthcare Improvement is pushing for this. It connects the dots between different types of providers. "Care centers" are replacing nurses' stations.

Pat also mentioned there are some security upgrades. Increasing locks, especially around ED and AC, to protect against random shooter. Key is addressing security but not making barriers to patient care.

Also, we're waiting to hear about the grant for school mobile clinic. CM will work with students and schools more, regardless of grant outcome. Also, a full-time social worker has been hired.

Finance Committee – Mark Judy reviewed financials. He noted all \$115K donated to CM came out of operating account, not agency account. That's why total checking and assets are down. Again, employee donations are up for 2<sup>nd</sup> year in a row, showing our own employees are active supporters. Helen thinks it's related to sense of community fostered at Open Forums.

The audit with DZA was more this year than last, and we'll look at it this year to lower it again in 2020 hopefully. In Kind has now been separated out of promotion expenses and is found only in other expenses and other income. Finance will meet again 12/3 and we'll approve a final budget at the December board meeting.

Mogens made a motion to approve finances, and Nancy seconded. All approved.

Governance – Nancy Lellelid went over the main changes of the Bylaws to be considered in order to finalize them again. Highlights include recommending a changed name to conform with hospital. Striking

“Center” from name mentions. Also recommending Governance Committee will fix Governance Guidelines to match the Bylaws. Also adjusting language so it’s understood that members equal stockholders, and we do not have them. Also board numbers will be set to 8-21. Clarify language about first term to allow for 3+ years of service depending on when you start your term. Annual meeting to be held in December (clarified) and Governance Committee is the nominating committee. Simplify Indemnification language and remove Article X about Document Retention, turning it into a policy. Last Bylaws change was in 2017.

Ted Montgomery made a motion to approve bylaw changes. Strode seconded it. Linda K asked for an amendment to change mentions of “member” to “director.”

Linda K made a motion to accept amendment. Kathy M seconded it. All approved.

Wade made a motion to accept bylaw changes with amendment. Linda K seconded it. All approved.

Nancy L announced the slate of new officers: Linda B as president, Bob will retire as VP, Nancy L as VP, Dana as Secretary, Mark as treasurer, At-large Members Wade and Bob. Others can email Nancy L if they want to run. Vote will be at December (annual) meeting.

Mogens made a motion to accept the December meeting on 12/13 at 9am at the Squirrel Tree Restaurant. Nancy seconded it. All approved.

Executive Committee – Bob Adamson explained we still need to hear from everyone about whether to pursue Give 10. Marlene will email 5 board members asking for their opinion so we can know if we are going forward by December Board meeting.

End of Year Mailer – Marlene explained that it was ready to go. Stuffing party next Wednesday in AB room. Marlene will send reminder.

Strategic Planning – Linda K said there’d been another meeting. She’ll share the updates and changing tactics at December meeting. Ann MacPherson will be Volunteer Coordinator, and have a new subcommittee off Fundraising. Will consider having one event that is more volunteer-run.

Marlene would like an ad hoc committee to help with content development for newsletters and videos. Board members can email Marlene if interested.

Donor Appreciation – Ted and Kathy Montgomery first reminded about the unofficial thank you of going to dinner at Wildflour tonight. Also perhaps there’ll be another Benevolent Night at Blewett Brewing Co. in midweek December.

Donor appreciation event will be at Silvara, 2/12, from 4-6pm. Marlene gave a list of over 100 of the biggest and recent donors. Silvara will provide wine tastings, and we provide small bites. Looking at the list, Ted and Kathy got it down to 73 donor units (21 are couples) who have given \$2000 or more. 8 are board members. That’s a reasonable line to draw. Will send out invitations soon. If we get 50% of those, that’s good. We don’t know what to expect. Use it as a benchmark for other years.

That date is best, because Montgomerys are still here and Silvara can do it earlier that day. On the 13<sup>th</sup>, it’d be later, 6-8pm.

Decided to have RSVP early enough to have a B list, just in case. Simple invitation – SPACE LIMITED. NOT A FUNDRAISER. Celebration! RSVP by January 20<sup>th</sup>. Board members call invitees if haven’t heard. Special phone calls for over \$5K donors. Handwritten addressing party in December.

Can solicit some local businesses for small bites: Cured, Cheesemonger, Alley Café, Schocolat.

Mogens made a motion on having donor appreciation gathering on 2/12. Linda K seconded it. All approved.

Grants – Linda K. We did not get Chelan County Lodging Tax grant, and Linda will hear more about how to make it stronger next time. Also we'll be starting the Murdock grant process and also some other grants in December for the 2020 project.

Coordinator Report – Marlene said we're waiting for final proceeds to come in, but Think Pink made between \$3-4K this year, best ever. Also, the November newsletter just got sent out and has our new "branding." Marlene asked for feedback on how to improve it for next time. Also there's a Chamber of Commerce meet and greet informal gathering next Wed, 11/20, from 5-7pm at Stein, and she invited board members to attend to promote CMF and get to know area business owners.

#### Upcoming Events

- 11/19, 9am – CM Commissioners Meeting, AB Room, Mark & Terri Judy representing
- 11/20, 9-10am – End of year letter stuffing party, AB Room
- 11/20, 5-7pm at Stein, Chamber of Commerce Meet & Greet
- 12/10, 10am – CMF Executive Committee meeting
- 12/13, 9am – CMF annual board meeting at the Squirrel Tree Restaurant

Respectfully submitted by Marlene Farrell, CMF Coordinator.