



MINUTES

Meeting

Name: Phoebe Sumter Foundation Board of Directors

Date: 8/29/2019

Time: **12:00pm – 1:00pm**

Location: Phoebe Sumter Admin Board Room

VISION *To Provide World-Class Health Care with Hometown Commitment*
 MISSION *To deliver the best possible care and exceed the expectations of all we serve*
 VALUES *People, Relationships, Reputation, Excellence, Efficiency, Commitment*

PPHS Strategic Goals

1. **Quality** - Provide uncompromising quality care.
2. **People** - Attract, engage, develop and retain the best people.
3. **Service** - Exceed the expectations of all we serve.
4. **Growth** - Grow to meet the needs and improve the health status of the communities we serve.
5. **Financial Excellence** - Optimize and strengthen financial performance to fulfill the vision and mission.

Trustees Present: Faith Pinnell, Rick Whaley, Terrence Duncan, Sherrill House, Jimmy Whaley, Leon Holloway, Karen Austin, Michelle Andrews, Bardin Hooks, Bill Harris, and Brandi Lunneborg			
Trustees Absent: Patty Fennessy, Brian Simmons, Mark Minnick			
Guests Present: Yash Jani, Dr. Jani, Senator Kirk, Rosalyn Kirk, and Lila Centerfitt			
Topic/Discussion	Conclusion/Evaluation	Recommendations/Actions	Follow-up
Called to Order	Faith called the meeting to order at 12:12 pm		
Welcome – Announcements	Yash Jani, Dr. Jani, Senator Kirk, and Rosalyn Kirk presented a fund, Long Journey Home, for grieving children of oncology patients to receive some educational literature on how to process the stages of cancer and loss. The fund would utilize online giving and requests the Foundation as the fundraising mechanism for restricted funds raised. The goal would be to raise \$20,000 in the first year with possibility of expanding the potentiality of services offered. There would be a sustainable plan by visiting expo fairs every couple months to share resources.	The guests were thanked for the presentation and told that the Board would discuss the proposal and get back to them on what is decided.	Conversation to be held during current meeting.
Minutes Approval	Katherine shared updates on the previous minutes noting that Synovus would visit October 28 th and Giving Tuesday would be December 3 rd . Funding requests that were previously approved by the Foundation board were approved by the Authority and PSMC boards. Sumter Pink details will be shared later in the meeting.	Michelle motioned to approve the minutes as written. Jimmy seconded the motion. The minutes were approved.	None
Finance Committee Update	Rick Whaley reviewed July financials. He noted that time difference in incoming contributions were in a different fiscal year than outgoing contributions, which showed some losses. 2019 administrative budget was reviewed with a notice of the Blackbaud subscription coming out twice and	Faith made a motion to accept the new total of \$124,539.57. Michelle Andrews seconded the motion. Total was approved.	Katherine will work off new total and deduct annual expenses.

	<p>some Synovus payments (which will be removed) resulting in an overspending of the budget. Katherine reviewed contributions given through eTapestry and noted that there are more to come through Sumter Pink. FY20 administrative budget was calculated out of a three year average of \$3,113,489.38 to be \$124,539.57.</p> <p>Funding Request for Respiratory Therapy: 3 new carts costing a maximum of \$15,000.</p> <p>Insurance needs to be updated to General Liability per the PSMC Management Agreement and for best practice. The cost of the update would be \$1,800.00; however, some of the add-ons might be frivolous and acceptable to cut out. The underwriter and insurance agent are still reading through the information to see if it is necessary.</p> <p>Sumter Pink event was presented to operate with a \$6,115.25 budget. Katherine noted that this would be the maximum that the event would cost, but it will be much less through sponsorships, donated items, and registration fees.</p> <p>Patient Emergency Fund was noted as needing \$11,000 per year. Discussion was had on whether the Board will set aside money each year or designate Lights of Love as the fundraising event for this specific fund. It was decided that for this year, the Board would set aside \$6,000 for patient emergency funds and use the proceeds of Lights of Love to raise the rest of the needed funds.</p>	<p>Finance Committee recommended approval for the respiratory carts up to \$15,000 for 3 carts and Board approved.</p> <p>Michelle motioned to allow the Finance committee to approve the insurance update once it is received. Bardin seconded the motioned. It was approved</p> <p>Michelle motioned to approve the spending budget for Sumter Pink of \$6,115.25. Bardin seconded the motion. The spending budget was approved.</p> <p>Finance Committee recommended \$6,000 of the administrative budget to be set aside for Patient Emergency funds. The board approved.</p>	<p>Katherine will receive final quote for the RT carts and work with Bardin and Sherrill to present the information at the PSMC and Authority Board meetings.</p> <p>Katherine will receive final breakdown for insurance and work with the finance committee to approve.</p> <p>Katherine will notify the Oncology group on \$6,000 and proceeds from the Lights of Love event for Patient Emergency Fund.</p>
New Proposal Discussion	Long Journey Home was brought to a vote to allow it to be a fund inside the Foundation.	Bill motioned to approve the fund. Rick seconded the motion. Long Journey Home was approved.	Katherine will work with Accounting and other necessary parties to establish the fund.
Sumter Pink	Katherine shared an update on Sumter Pink noting that some sponsors, volunteers, and walkers are confirmed. She encouraged Board members to register and spread the word about the event.	None	Katherine will send reminder emails and set-up time emails.
Additional Remarks	None	None	None
Adjourn	Meeting was adjourned at 1:09 pm.		