

## CMF Board Meeting Minutes

8/24/21, 9am, Zoom

**Attending:** Diane Blake, CEO; Marlene Farrell, CMF Coordinator; Helen Rayfield and Mary Helen Mayhew, Hospital Commissioners.

**Board Members:** Bob Jennings, Mark & Terri Judy, Vangie Schasse, Scott Schimelfenig, Strode Weaver, Ann McPherson, Bob & Shannon Keller, Mogens Bach, Ted & Kathy Montgomery, Dana & Jeff Wilson

**Absent:** Kathi & Wade Nash, Scott Bradshaw, Bob Adamson

The meeting was called to order at 9:03 by: Bob Jennings

Strode read our mission statement: To enhance and financially support Cascade Medical's ability to deliver quality healthcare to our community.

### 1. Consent agenda

a. July 2021 Minutes\* approval:

b. August 2021 Agenda\* approval: A motion was made by Strode and seconded by Ann to approve the August 2021 agenda; all approved.

**2. CM Update – Diane Blake: Covid Update** - positivity rate for 1000 people in the past 14 days is about 900 people indicating the virus is alive and well in our community causing strain on the hospital system in our state, it used to be 100 cases/1000 people; our region is hard hit, Confluence has 39 positive Covid cases, 10 in the ICU, 8 on ventilators; there are breakthrough cases, but they rarely need hospitalization and don't have the long term effects; healthcare workers at Cascade are feeling exhausted; CM is full and busy; vaccinations remain the most effective way to protect oneself; Strode was vaccinated but had a breakthrough case which was most like a bad cold; there is a small uptick in vaccinations at the clinic as have other facilities around the state; discussion about offering vaccinations at the high school should there be demand and a request from the district; boosters are being offered to immunocompromised individuals based on a discussion between the individual and their provider; no plans in place to do mass-booster vaccinations; it is recommended to get the same vaccination as the one you originally received; CM has both Moderna and Pfizer available and would like to have Johnson and Johnson; Health Care workers are mandated to be vaccinated by October 18 which may lead to some employee losses, additionally contractors, volunteers will need to be vaccinated, including the Foundation, proof of vaccination will need to be supplied, the nurses union is mostly on board with the idea of the vaccination mandate; **Value Story:** a patient wrote a letter of thank you for her care as she was dealing with a serious gall bladder issue, CM was able to get her into a facility who could provide that level of care. **Other Updates:** outreach provider is being given an offer which will enable the mobile clinic to get up and running; Kelly Boeing is out on maternity leave and she

will be replaced by a new temporary provider from September to December; work to increase market share has been ceased as there has been an uptick in requests for primary care physicians, CM may need to add an additional provider to meet the need; **Compensation** - working through being competitive in wages for the employees; **Next Project**: the CM team is going to go through the capital projects next week so Diane will send a list of possible projects to Bob Jennings and Marlene early next week. **Appreciation**: Diane expressed appreciation for the way the Foundation has been so flexible and remained strong during the pandemic. Terri reported that there was 100% of the hospital commissioners were involved through volunteering at the event.

- 3. Finances – Mark Judy:** Summary report is for the first seven months of the year. Normal income is about 4x the prior year and expenses are 2x as much as last year; expense incurred was \$58,000 for the mobile clinic; net income through July is \$62,000 - this does not include the Garden & Art Tour which will be included in the August statement. Total Assets are \$480,000 which includes cash on hand and Endowment fund; that will be reduced when the contribution for the ambulance safety equipment is given to the clinic; both contributions will be coming out of our ordinary operating cash, the endowment and agency fund will not be tapped; Endowment agency fund is up 24% from the prior year, all of which is considered growth; it's been a successful year; there are no further significant fund raisers with the exception of the appeal letter in November. Marlene will present G&A Tour financial results later in the meeting. Strode gave a big shout out to Tom Baranouskas for his handling of the finances in the past, i.e. the flexibility of how we manage our funds

- a. Review July finances\*, P&L vs. budget\* and Mark's summary\* and approval: Mark moved to approve the finances, Scott seconded, and the motion passed.

Sponsorships for both Golf and G&A Tour amounted to \$42,000. Mark is wondering how we might pay more attention to our sponsors and the timing of when they set aside funds for sponsorship.

- 4. Governance – Scott Bradshaw:** Scott was absent today. Bob asked if anyone had possible candidates, but none were mentioned. Bob mentioned the possibility of getting folks from Peshastin.
- 5. Student Intern update – Wade Nash:** Absent. Bob Jennings - The school is interested but would like to put together a proposal. If you are interested in working on this, let Bob Jennings and/or Wade know.
- 6. Donor Relations – Ted & Kathy Montgomery:** With the help of the kitchen staff, the event was a big success. About 80 people were served. Many staff members expressed how nice the event was given the stresses they are under. Kudos to Vangie for putting together the basket of goodies for the night staff. With

the leftovers we thought it might be fun to do a barbecue for the September meeting, depending on how the virus is behaving. The meeting will be moved to 12:00 for September 17. The possibility of making this an annual event was discussed. The total cost was about \$400.

7. **Benevolent Nights – Ted & Kathy Montgomery:** The BN is scheduled for September 23 at Colchuck's, formerly known as the Bavarian Bistro. The owner, Carl Evans, is excited about participating. The board is encouraged to attend and be sure to wear their badges. Marlene has the BN posted to FB. Wildflour has agreed to do the October 13 BN.
8. **Garden & Art Tour and Virtual Auction recap – Dana Wilson & Terri Judy:** Marlene shared the three year comparison of the event. The auction brought in almost \$2200 (when the last auction item is paid); she believes that we had between 116-120 participants. We were hoping for more participants (150+) including visitors from the west side. Promotion expenses were high, partially because we had a grant from the city. Expenses included signage, ad in Good Life, professional maps, postcards, flyers. Office Depot gave us a significant discount, but Commercial Printing did not. There were a lot of leftover brochures. Shannon shared from the survey responses (only 16). It was hard to read several of the email addresses when it came time to send out the survey. Some people shared they did a "day trip" but most visitors were from the greater Leavenworth area. Good organization was mentioned by all participants. Some people did not think artists belonged. Some said they liked it better than the Home & Garden Tour. Most comments were positive. Terri thought the maps looked very professional and the expense was worth it. Dana shared the responses from the artists which were mixed. Those with high priced items were not successful, i.e. Boulder Bend Glassworks, Teri Zimmerman. She also discussed the need to simplify the online ticket sales, perhaps by using a QR code on our signage. Terri suggested that we need people on the G&A Committee that oversee the individual components (Artist Chair, Volunteer Chair, Home Owners Chair, etc.) of the tour as there were so many people to communicate with. There were 38 online sales. Marlene suggested that we consider a website overhaul this winter. Icicle Ridge Winery suggested that all the artists on the tour be located at the winery as a possibility for future events. Bob Jennings suggested that we convene a meeting over the winter to discuss how we might tweak the event for next year. Ann heard comments that many people did not come because of the possibility of heat and smoke in Leavenworth. There were a lot of volunteers involved and she received only positive comments from them. There were some cancellations at the last minute as is typical of events in general. She discussed the need for better signage. Vangie shared that we should not include public gardens as those locations had very few visitors. Vangie has already

secured two gardens in the Plain area for next year. Marlene mentioned we need to look at the timing of this event because Golf and G&A Tour were so close together and it puts a strain on everyone involved.

**9. Recreation Ambassadors:** If board members volunteer for this program, our foundation gets some money. We are working with the Matt Cade from the museum on coordinating volunteers for this program.

**10. Social Media fundraising – Shannon Keller:** The possibility of raising funds on FB for the foundation was discussed. For her birthday, she raised \$520 for CMF through FB. Amazon Smile is another way to raise funds for various causes, including CMF. It can take months for the organization to receive these funds.

#### **11. Coordinator Report – Marlene Farrell**

- a. Grants: Applications have been made: one for the AED program through Confluence Health; three different grants through the City of Leavenworth; grant reporting for Murdock and CHI has been completed.
- b. Big check: Ambulance Safety Equipment check has been written and given to CM. The photo for the big check is next Wednesday at 10:30. She would appreciate if board members could come in addition to Bob Jennings. Mogens agreed to join. Email Marlene if you are interested.
- c. Board retreat date: Marlene is working on Think Pink for October. Retreats include strategic planning and working sessions for various topics, also included social mixer, reviewing the upcoming year's activities, planning and brainstorming event. Board members interested in helping with the planning of the event should email Bob Jennings or Marlene. Mountain Springs is currently requiring indoor masking so we may need to do a Zoom retreat.

12. Commissioners Meeting: MaryHelen shared the commissioners' appreciation of the foundation. Mogens will attend.

The meeting was adjourned at 10:34.

Submitted by: Dana Wilson, Exec. Comm Secretary

#### **Upcoming Events**

- 9/14 CMF Executive Committee, 9am, location TBD
- 9/14 6:30pm – present to City Council about Garden & Art Tour
- 9/17 CMF Board meeting at 9am, location TBD
- 9/23 Benevolent Night at (formerly Bavarian Bistro), 5-9pm
- 9/28 CM Commissioner Meeting at 9am; volunteer?