

CMF Board Meeting Minutes

12/15/21 at The Squirrel Tree at 11:30am

Attending: Bob Jennings, Bob Adamson, Strode Weaver, Wade Nash, Vangie Schasse, Ted and Kathy Montgomery, Shannon and Bob Keller, Ann MacPherson, Terri and Mark Judy, Scott Bradshaw; Marlene Farrell, CMF Coordinator

Absent: Mogens Bach, Jeff and Dana Wilson, Scott Schimelfenig, Kathi Nash, Rich Adamson; Diane Blake, CM CEO; Mary Helen Mayhew and Helen Rayfield, CM Commissioners

Guests: Shari Campbell, potential board member; Linda Bradshaw, former board member

Call to Order

Our Mission: To enhance and financially support Cascade Medical's ability to deliver quality healthcare to our community.

1. Consent agenda

- a. November 2021 minutes*
- b. December 2021 agenda* approval

Ann made the motion, Wade seconded it. All approved.

2. Welcome visitor Shari Campbell (potential board member)

3. CM Update – Diane Blake

Diane was unable to attend so Marlene shared a few of her updates from the Exec meeting. As for COVID, still giving shots and boosters, and the infection rate is going down slowly. Omicron is still new, but it doesn't look to be more dangerously, just more contagious. Local hospital beds are still pretty full, and this will continue for a while. CMF's staff appreciation challenge ended with posters of quotes made and posted around the building – a way for individuals to feel seen and appreciated. The provider, Sam, who will be in the mobile clinic, started recently, working in the main clinic for a while to get used to procedures and learn from other providers. Work continues on DEI. The goal is to create better access for all to healthcare. There are some staff members who wish to use pronouns. A psychologist who is transgender is coming to provide training. Diane is appreciative that CMF is also focusing on DEI. Hospital licensing and fire safety report has arrived. There is continuing work to do. There was also an inspection and report on the use of the mammogram machine. The good news is there were no formal findings with a big thanks to Andrea. Value Story: The patient service rep in the office

by the ER called in sick and Laura Z. who runs the Saturday clinic helped after her shift with registering individuals in response to a mass-casualty incident. She also called in on Sunday, her day off to check to see if there were any needs she could fulfill. Emily is a nurse who has specialized training in pediatrics. She came into the clinic on her day off to provide extra care to an infant with a high need. She's been willing to provide expertise in pediatric care, as necessary.

4. Finances – Mark Judy

- a. Review November finances* approval
- b. 2022 budget* approval

CMF's net income of (\$21,402) is not overly negative, considering CMF has given \$303K in donations to the hospital so far this year. Investment income went down in November. Current operating cash is almost \$68K, which is after hospital contributions and transferring \$30K to the agency account. The Endowment/Agency is now valued at \$329K, up 25% from LYTD, though it would be 13% if you don't count the \$30K transfer. The year's income benefited from many grants, including the Murdock grant, and from successful events – \$39K for golf, \$9K for G&A, \$7763 for Benevolent Nights and \$35K for undesignated donations, almost double LYTD.

5. Benevolent Nights and Donor Appreciation – Kathy & Ted Montgomery

Kathy shared that the Benevolent event at Remedy: Forest & Home earned \$95 in raffle money and \$2000 in proceeds, which was very generous. Kathy and Ted will work with Lindsay and Taylor Boyd to help plan one in 2022, and CMF will try to procure food and wine for their event. Update about the Donor Appreciation event is that it is on 2/10 from 5:30-7:30pm at Icicle Ridge Winery. Board members will be invited after # of RSVP positives have been received because the cap is set at 50 guests. Marlene will ask Schocolat for donated chocolates, Mogens will talk to Cheesemonger's, Linda Bradshaw volunteered to talk to Louie's Café and Shannon will talk to Cured. For other future BNs, Shari recommended Javelina's. Even though it's small, they focus on good food and have had events with wine tastings and local produce. Ann thanked board members who volunteered for Winter Ambassadors. CMF and the Museum are sharing a volunteer slot and each organization should receive \$1500.

6. Update about partnering with Rotary – Wade Nash

Info about our AED campaign has been given to Mike Worden of Rotary. Worden took that info to a committee, and by mid-January, we should know how Rotary (either local or also from regional/federal levels of Rotary) can support our AED campaign. They want recognition for involvement.

7. Golf sponsor contacts – Bob Adamson

Bob and Ann went over the old sponsor contact list and trimmed it down to the ones that have been recently involved or otherwise appear responsive. Each board member should have about four businesses to contact. Board members can also contact other businesses not on the list. A few businesses are saved for hopefully a future board member to join the board early next year. Bob recommends contacting the businesses right after the holidays and before 1/15/22. Terri suggested looking at the H&G sponsors and adding a few of those ones since H&G won't be occurring in 2022. Everyone's received the sponsor letter (with adjusted levels and incentives) but they should note that sponsor sign up won't be ready for a bit – hopefully by February – due to needing to decide how to improve the storefront features on our website. A few people are meeting about it on Friday. Bob's mom will serve as the grand marshal of the golf tournament (since we're celebrating our 30th anniversary) but she'd prefer to not give a speech.

8. Other potential event – swing band – Shannon Keller

Shannon shared her research into another potential event CMF could host. She and Bob K helped with a swing band event in Sammamish that also had food and wine and a silent auction and garnered about \$10K, having sold about 130 tickets. If we were to have one, it could be at the Festhalle or in the big room at Icicle Inn or the Enzian or Mountain Springs Lodge (possibly outside). The band Shannon knows is expensive and large (20 piece) but there is also an 11- or 6-piece band as options. The expenses would include a stipend for the band, hotel rooms for the band members (unless donated by local hotels) and room rental and some catering expense. It would be less expensive to have a local band, and Shannon is checking with Pybus because they might know a good group. She suggests a ticket price of \$25. Things to consider are how much work the board members would be able to put into planning and running this event, given the board membership is down, and the actual net income if there isn't a silent auction attached. Shannon will continue to investigate and bring more info back to the board.

9. Coordinator Report – Marlene Farrell

- a. P2X
- b. Grants
- c. GiveNCW & Appeal Letter
- d. CM Staff Appreciation

The paver brochure needs updating because it talks about the clinic as new and that CMF is only 20 years old. Shari agreed to help redo it with Marlene. They will get together in January to make new informational brochures. A few board members are meeting with P2X to discuss the next steps for creating a video. Kathy M suggested maybe a simple version could even be done in time for the donor appreciation event. P2X might also be involved in helping decide how to fix the online storefront (which

is a separate meeting soon). As for grants, CMF won an \$8500 grant from the City of Leavenworth to go toward the community AEDs, but it will be given as reimbursement of expenses. With the other Confluence Health Foundation grant, CMF has \$23,500 toward the \$40K goal. A few board members will meet with Community Foundation representatives in early January for a virtual site visit to discuss the Regional Impact grant application, which was focused on the wearable Holter cardiac monitors. About 560 appeal letters were stuffed, with the help of interns, Bianca and Joanna, and the donations have been coming in – 26 so far, and one coming soon from the Vander Hoek Foundation. GiveNCW has gone well; Marlene spoke on KOHO last week and has been putting stuff on social media. We've raised about \$2K toward the AEDs and will receive a chunk of the "give to all" at the end.

10. Governance – Bob Jennings & Wade Nash

- e. Strode Weaver has been elected treasurer by online ballot
- f. Rich Adamson has been elected to membership by online ballot
- g. Student Intern program update
- h. Contacting past board members about possibly rejoining – process?
- i. Board meeting time in 2022 – discussion. Top choices:
 - i. 9am or 10am on Tues or Wed
 - ii. 3pm on Tues or Wed
 - iii. 7pm on Wed
- j. Board membership changes for 2022:
 - i. Resignation with strong desire to rejoin board in the future if invited for Terri & Mark Judy (approve)
 - ii. 1 year sabbatical for the Dana & Jeff Wilson (approve)
 - iii. Retirement of Scott Bradshaw (approve)
 - iv. Resignation of Scott Schimelfenig (approve)
- k. Celebration of service of Terri & Mark Judy and Scott Bradshaw

Officers for 2022 are Bob J as chair, Bob A as vice chair, Strode as treasurer and Wade and Vangie and members-at-large. As for secretary, it's a little in limbo based upon the Wilson's sabbatical and if someone else wants to take over for a bit, they should contact Bob J. Scott B. said that Kristin and Don Woods would still be great candidates to join the board, and Kathy and Ted M said they would talk to them about it again. Other board members are encouraged to check with former board members about possibly returning the to board. Scott and Linda Bradshaw are interested for 2023. Same thing with Mark and Terri Judy. There was discussion about when the board should meet in 2022. From the anonymous survey, the most popular times were morning on Tues or Wed, followed by 3pm on

Tues/Wed or 7pm on Wed. Bob A and Terri suggested we need to strongly consider when is best for businesspeople. Scott B shared that orgs like Autumn Leaf Festival meet in the evening to accommodate businesspeople, and that the City council chamber is free to use before the building closes at 7pm. He said a 5pm or 5:30pm meeting time is good too because people come right after work. Tues and Wed are the least busy days in town, so CMF will move the date to one of those. Bob A suggested the meeting time could vary through the year – in the mornings in the winter and in the evening in other times of the year. Bob K said businesspeople probably like really early, like 7am, or lunch time or evening, to fit it in among other things once per month. No decision was made, and it will be discussed again in January. That meeting will be on Tues, 1/18/21 at 9am on Zoom. The Exec committee will be on 1/11/21 at 1:30pm, probably over Zoom. The board approved the sabbatical needed by Dana and Jeff Wilson and will welcome them back when they're ready. Wade mentioned Scott S did not return email/phone call, so no exit interview will occur, but Wade and Scott B will get together to do one. Marlene will send all board members an online ballot asap about electing Shari Campbell to the board. Ted and Kathy M volunteered to attend the Commissioners' meeting on 1/25.

Wade made a motion to adjourn the meeting and Ann seconded it. All approved. Meeting adjourned at 1:15pm.

Upcoming Events

1/6 Regional Impact Grant Virtual Site visit with CFNCW

1/11 CMF Executive Committee – 1:30pm on Zoom or in-person (TBD)

~1/18 CMF Board meeting – 9am on Zoom

1/25 CM Commissioners Meeting – 9am – volunteer?

2/10 Donor Appreciation Party at Icicle Ridge Winery – 5:30-7:30pm

Donors since 11/15 (not including board members or staff)

Karen Arnold, Kim & Dennis Broughton, William Bruders, Bennett & Tracy Brulotte, John & Susan Butruille, Chris Clark, Silvia & Stephen DeForest, Peter & Linda Fallert, Nancy & Bud Hill, Charles McKinney, Neil & Nancy McReynolds, James & Joyce Monesmith, Mary & Dan Nelson, David & Sharyl Nelson, David & Sonja Parson, Jim & Gerri Passage, Judy & Bob Rector, Roy & Joyce Schiferl,

Jim & Missy Ward, Lori & Mike Worden, Watershed Café – Joe Melnyk, Alfred & Millie Cordell,
Robin Judd, Leavenworth Boutique – Lindsay Boyd, Sabrina & William Westbrook, Calvin Blackburn,
Tom & Lana Croy, Mark & Georgia Schuetzler, Pat & Bud Dietrich, Kim & Paul Novotny