

HOSPICE OF YORK
Board Meeting
Ellis Conference Room, York Hospital
April 27, 2010

Interim president, Henry Guertin-Ouellette, opened the meeting at 6:30.

Present: Dee Bickmore, Henry Guertin-Ouellette, Barbara Boschert, Judy Kimball, Judy Doe, Kim Joyce, Kate Hatem, Julie Perreault, and Nikki Hopewill

Absent: Lynne Tocci and Jayne Lilly

The Secretary's report was accepted unanimously. It was noted that the monthly minutes are now available on the HoY website.

There were no objections to the Treasurer's report. Julie reported that due to Karen's resignation the signatures on the signature card have been changed from Dee and Karen's to Dee and Julie's.

The Bereavement Coordinator's report: Nikki had some "very exciting" news. Four sessions of Living with Loss (Apr, July, Oct, Jan) plus a session during the holidays will be offered during the 2010-2011 year. There are enough volunteers who are "ready to go." However, unfortunately the 4/28/10 session had to be cancelled due to a lack of participants. It was asked if our three month waiting period had contributed to the low enrollment. Nikki said she would check out the waiting periods of other groups.

Nikki reported that she had visited Director Anne Lynch and the other "lovely folks" at Portland's Center for Grieving Children (CGC). "They definitely want to collaborate with others in this part of the state." In the near future they will be having training for facilitators for their children's fall groups. Kate and Nikki would like to attend this training. Nikki hoped that CGC would make a presentation to the Board at a future meeting.

Director's report: Dee reported that from 3/24-4/21 HoY had received seven referrals (1 from Beacon, 4 from Seacoast, 1 from Home Care, and 1 self-referral.). There had been 2 deaths and 1 who no longer qualified for services. She added that the Volunteer Appreciation brunch had been held Saturday 4/24 with 21 in attendance. The cost of the caterer was \$450 and,

instead of gifts to the volunteers, a donation of \$500 was made to the Clinton/Bush Haiti relief fund.

Dee stated that Seacoast Hospice was coming Wed. "to say goodbye." HoY's contract with Seacoast is ending June 30th due to financial reasons.

Old Business:

Ethics Committee

Henry stated that an previous motion had to be voted on before a discussion of the Ethics Committee could begin. The motion read: "Whenever an Application is received for a Hospice of York paid position BY a RELATIVE or FRIEND of the Director, or any PAID person of Hospice of York, or any MEMBER of the BOARD, it (THE APPLICATION) must be reviewed by the ETHICS Committee and it findings REPORTED to the BOARD for its CONSIDERATION and ACTION." The motion passed unanimously. This motion is considered to be a policy created by the Board.

Henry, Kate and Julie reported that the makeup of the Ethics Committee had been established. It will consist of three members - two from the Board (Henry and Kate) and one from the community. The committee will meet regularly to review issue(s) and/or other times when there is a problem that needs immediate attention. The findings will then be taken to the Board for its consideration and action.

Henry, Julie, and Kate each brought in the name of a person from the community willing to serve on this committee for the Board's consideration. Henry' candidate was Sgt. Thomas Baran from the York Police Dpt. Kate nominated Tia Madaffari Hackett from Harbor Point Individual and Family Therapy, PLLC. Julie presented the name of Mike Maloney, manager of the Kennebunk Savings Bank in Elliot. After a short discussion it was decided that Sgt. Baran would be the permanent member and Tia and Mike would be alternates. Judy was asked to write a letter to all candidates thanking them for their willingness to serve on this important committee.

The Nominating Committee presented a tentative slate of candidates for the 2010-2011 year that will be finalized in time for the May Board meeting and voted on at the Annual Meeting. All new candidates will be invited to the May meeting to get acquainted, have a chance to ask questions, and familiarize themselves with the operation of our Board.

New Business

The members of the 2010-2011 Budget Committee will be Kathy Schmigle, candidate for position of Treasurer, Julie Perreault, Judy Doe, and Dee Bickmore.

Director's Evaluation:

The committee members for Dee's evaluation were Judy Kimball, Kim and Henry, who felt the first steps were to simplify the evaluation form and change the rating system by doing away with the numerical ratings. Five broad categories were chosen for the evaluation - Community Image, Administrative, Participation in Board Activities, Education and Development, and Leadership and Professionalism. Under each of these categories were three main topics to be considered but not rated. The ratings were -- from highest to lowest - Outstanding, Meets with Distinction, Meets, Meets with Reservation, or Unsatisfactory.

The Board had suggested that Dee do a self-evaluation, which was called "A Self-review for 2009-2010". On the review Dee was asked what she felt her accomplishments were this past year, what she wished she had done differently, goals/areas she would like to develop next year, and how the Board can be of assistance in the future.

The Board went into Executive Session. Dee left the room while the Board discussed this "outstanding" evaluation and approved it unanimously.

Mileage: Julie moved that the mileage for HoY paid staff be changed from 58 cents to 50 cents to keep it in line with what York Hospital pays and IRS guidelines. The motion passed without dissent. It was moved that Nikki also be paid mileage. The motion also passed unanimously.

The meeting adjourned at 8:03 pm.

Respectfully submitted.

Judy Kimball, Secretary, HoY Board of Directors