

HOSPICE OF YORK
Board Meeting
Ellis conference Room, York Hospital
August 24, 2010

Julie began her first term as president by opening the meeting at 6:28

Present: Dee Bickmore, Julie Perreault, Judy Kimball, Kathy Schmigle, Gene Glick, Kim Joyce, Kate Hatem, Judy Doe, and Henry Guertin-Ouellette

Absent: Barbara Boschert, Lisa Greenlaw, and Lynne Tocci

The Secretary's report was accepted as read.

The Treasure's report: Julie noted that we no longer have a Certificate of Deposit at Kennebunk Savings. That money has been moved into a flat saving account waiting for a rise in interest rates. Kathy had some questions that she will check out with Kathy at the hospital and report back at the next meeting. With that provision, the report was accepted.

Bereavement Coordinator's report: Nikki's report was written a very readable paragraph format instead of the usual listing of dates, times, and activities. The suggestion was made that she add a line to the bottom of the report with the number of hours spent on calls, activities, letters, etc. so her data can be tracked. Nikki has been using her cell phone for all her calls, personal and Hospice. The Board felt that she should not be paying for HoY calls. She said she would check to see how much her bill had increased after she became Bereavement Coordinator and report back at the next meeting.

Nikki stated that, despite being given a full scholarship, she had to refuse attending the week's training at the Center for Grieving Children, as she could not miss a week at work. She is currently looking for a replacement. It was suggested that a mailing to HoY members might discover someone interested in taking advantage of this great opportunity.

Director's report: Dee reported that from May 25th to August 23rd HoY had received 14 referrals - 9 from Beacon, 3 from York Home Health, and 2 from self/family. There had been 14 deaths, 1 decertification, and 1 refusal. She mentioned that on the 14th she had attended a "wonderful" memorial service for Brad Hirst's mother.

Old Business

Ethics Committee: Henry and Kate have been working on developing HoY's code of ethics. They, plus Tom Baran, had submitted the code from their area of expertise - Kate, Social Work; Tom, Police; Henry, Psychological. Henry then coordinated this material with the HoY by-laws and policies. He stated that, as they already have a vision statement in place, only one meeting would be needed to have the code ready to bring to the Board. The meeting will be held Sept. 15 at 6:30 at the Kennebunk Saving Bank in Kittery. It is open to all Board, HoY members and interested members of the community.

New Business

Fund Raising: Dee reported that Joni Carpenter, the Special Events Coordinator, had withdrawn as she felt she did not have enough time to devote to these activities. Julie felt this was too much for one person to do alone. The Board agreed that a fund raising committee, headed by an enthusiastic, energetic chair, would work better. Julie volunteered to chair this committee.

Dee presented a calendar for the monthly fund raising activities for 2010-2011. It was mentioned that Lynne Tocci has two new plans in place - in Nov. Daisy Jane's in York will give us a % of their sales and in addition, she and Stonewall Kitchen are discussing having a cooking class to benefit HoY. Julie said that Fabulous Find, the new thrift store on State Road, Kittery, donates a % of their sales to non-profits each month. In January HoY will be the recipient.

Other funds that have been/will be raised are face painting in Eliot and Harvest Fest, the Harvest Fest raffle, an annual check from Kennebunk Saving votes for non-profits plan, Lights to Remember, collection of tips from Bob's Clam Hut, the York Beach bonfire, Atlantic Design Center's seminar, and our annual appeal. Other suggestions for ways of raising funds are welcome.

Membership: Dee spoke of having a Valentine's Day membership drive in February, perhaps a mailing that lists the benefits of membership. She suggested sending a heart magnet with an appropriate HoY message to those who respond. Julie stated that we have to be proactive about recruiting members. For example, put a flyer in our brochure listing the benefits of membership. Suggest to someone who doesn't want to be a volunteer that they consider becoming a member. It was decided to form a Membership Committee to explore these ideas (and hopefully others). Julie, Judy Doe, Nikki and Dee volunteered to serve on the committee.

Revised Volunteer Job Description: The following changes were approved.

#3: "Have a TB test and medical permission yearly" were added to "Sign a HIPAA confidentiality statement as well as other appropriate medical forms and pass a criminal background check."

#4: "Report monthly by phone or in person while on a case" was changed to "Attend monthly support meetings unless alternate arrangements are made."

#5: "Volunteers must keep and submit records of time spent with and/or for clients" was changed to "Volunteers must keep and submit records of time spent (including phone calls) with and/or for clients. Records must be submitted within four days of the visit/phone call."

Donation to MHC Retreat: A donation \$300 in support of the MHC retreat was approved unanimously.

Karen Lynge: Henry moved to have a plaque made and presented to Karen Lynge in recognition of her 15 years as HoY treasurer. Dee will order the plaque. Julie will take Karen out to lunch and present her with the plaque and a bottle of wine.

Other concerns:

Julie informed Dee that the Board is giving her a well-deserved bonus for \$2000 in recognition of her 25 years of out-standing service as director of HoY.

The dates of Harvest Fest have been changed. The raffle and face painting will both be held on Oct. 16th from 10-4 at York Beach. Joni and Kathy will work the raffle. Dee has donated the prize, a table with cutouts that will hold several gift certificates.

The Sept. 28 and Oct. 26 Board meetings will be held at Pelkey's funeral home.

The funds collected at the 8/28th bonfire at York Beach will be donated to HoY.

Gene stated that he had spoken with Ron McCallister, a columnist for the York County Coast Star, who wants to write a column about HoY. Gene said Ron should be contacting Dee in the near future.

The meeting adjourned at 8:14.

Respectfully submitted,

Judy Kimball, Secretary
HoY Board of Directors