

HOSPICE OF YORK
Board Meeting
Ellis Conference Room, York Hospital
March 23, 2010

As the only officer present, Judy Kimball, secretary, opened the meeting at 6:30 pm.

Present: Dee Bickmore, Henry Guertin-Ouellette, Judy Kimball, Judy Doe, Kim Joyce, Jayne Lilly, Kate Hatem, Lynne Tocci, and Nikki Hopewill

Dee read Ralph Thompson's letters of resignation to the Board and to the membership dated 2/25/10 and Karen Lynges' 2/24/10 letter of resignation to the Board. The Board accepted both resignations.

Judy Kimball stated that Henry had agreed to accept position of interim president for the remainder of the 2009/2010 term. Kate so moved and Jayne seconded. The motion passed unanimously.

Judy stated that Julie Perreault had agreed to accept position of interim treasurer for the remainder of the 2009/2010 term. Judy Doe so moved and Henry seconded. The motion passed unanimously.

Henry took his seat as president and thanked the Board for its vote of confidence. He suggested that Roberts Rules of Order be used as the Board's guide for conducting the meetings. Judy K. moved and Judy D. seconded. The motion passed unanimously.

Henry stated that after agreeing to be president he had read the HoY by-laws and all the policies. "This is an organization of service - not power. Only the Board has power. No committee can make decisions." He added that he wanted all Board members to speak up and make their opinions known at the meetings.

The Secretary's report was accepted as read.

As there was no one present to speak to the Treasurer's report, any discussion was postponed to April's meeting.

Bereavement Coordinator's report was accepted as moved by Kim and seconded by Jayne. Nikki added that she had spoken with Ann Lynch, the director of Portland's Center for Grieving Children, to make an appointment to follow up on Ralph's meeting with her.

The Living with Loss group has finished. Nikki will be meeting with the facilitators on April 7th.

The Director's report: Dee stated that from 2/20/10 - 3/19/10 HoY had received four referrals - three from Beacon and one from Seacoast; two deaths; two taken off list; and three on hold.

Old Business

Dee, speaking for the Education Committee, stated that there are 15/16 attending the spring training sessions. Three are also interested in bereavement training and two are training for Seacoast. The report was accepted unanimously as so moved by Kate, seconded by Jayne.

Due to Karen's resignation, the Nominating Committee needed one more person from the Board. Kim volunteered and was accepted unanimously.

Ethic's Committee report:

Henry reported that Kate, Julie, and he had already met to form the Ethics Committee. They decided that the committee will consist of three members -- two from Hospice Board and one from the community. In April Henry, Kate and Julie will each present the name of one candidate from the community. The Board will decide which of the three will represent the community on the Ethics Committee. Work will be done on the policies over the summer.

Henry stressed that this was not a deciding committee. Anyone can bring a concern to the committee, which will listen and then make a presentation to the Board for a decision.

New Business

Henry, Judy Kimball, and Kim volunteered for the committee for the director's review. It was decided that the first step was to review and simplify the evaluation form, as it was cumbersome and using numbers for ratings was difficult and frustrating.

CONVERSATION WITH DAN THORNHILL, ESQ.

Dan Thornhill, the lawyer for HoY, was invited to address the Board to discuss the by-laws and the use of Robert's Rules and answer questions.

Dan distributed two hand-outs: The Basics of Robert's Rules of Order and Introduction to Robert's Rules of Order. He advised that following Robert's Rules exactly can cause many problems. Henry stressed that HoY was using it only as a guide. Dan noted that the by-laws had been amended several times. He stressed that careful thought must be given to passing other amendments as they must be strictly enforced.

Other topics discussed were:

The need for both the Certification Committee and the Ethics Committee

Having an Executive Committee composed of the officers and Dee that met once a month to develop the agenda. It was decided that the Executive Committee meet for the rest of the year and then decide at the retreat if it was still necessary.

The supervision of the Bereavement Coordinator and her position. Dan stated that the BC should be evaluated by someone who knows what and how she is doing it. "It has to make sense if the rules are changed. There has to be standards. Take the job description and make an evaluation from it. Ask for input from others who work with her. Dee can certainly be trusted to do a fair and impartial evaluation and the Board can ask to review it."

Respectfully submitted,

Judy Kimball, Secretary
Hospice of York Board of Directors