

University of Virginia Hospital Auxiliary, Inc.
Board of Directors Meeting
June 17, 2009

Board Members Present (absent members in parentheses): Weiss, Riechman, Mikalson, Van Winkle, Jonson, (DiSandro), Verhagen, Kauder, (Berman), Blight, Blohowiak, Courain (ex officio), (Dunn) (past president), Herakovich, Johnson, (Keith) Kindred, (Ledford), Lindsay, McGaugh, McLaughlin, (Morris), (Nuckols), Richards, Rollins, (Swao), Templeman, Verity, Wagaman, Westley, (White), Zeitler,

Guests: Trish Cluff, Dr. Dorrie Fontaine, Sally LeBeau

Call to Order: President Martha Weiss called the meeting to order at 10:00.

Dr. Dorrie Fontaine, recently appointed Dean, School of Nursing:

1. The School of Nursing appreciates the help and support of the Auxiliary.
2. The School has 94 faculty and 35 staff members. The school offers a variety of undergraduate nursing programs and 7 Masters programs. The Ph. D program has 42 students. There are 658 students in all with a goal of 700.
3. Current initiatives of the School
 - With financial support from the Jefferson Trust, the School is partnering new students with experienced medical personnel
 - Grants awarded to the School include research into methods to help people stop smoking and to treat asthma
 - Dr. Fontaine and the Dean of the School of Medicine are working jointly to enhance collaboration between the two schools, including joint classes for students
 - One of Dr. Fontaine's key goals is to promote a healthy total work environment for the Nursing School faculty. To that end, Dr. Fontaine is meeting individually with each faculty and staff member

Executive Liaison Report (Trish Cluff):

1. Representatives from the Medical Center are working with the Virginia Department of Health and others to ensure appropriate readiness to respond to the current swine flu threat.
2. On March 18, Auxiliary volunteers created and delivered daffodil flower arrangements to every patient allowed to have flowers – over 400 in all.

3. The Administration is managing its workforce reductions through attrition rather than forced departures. The emphasis is on internal placements.
4. The Medical Center has signed a contract with Epic Systems to computerize all clinical information systems over the next two years – outpatient clinics by 9/10 and inpatient units by 3/11.
5. The refurbishment of two acute care units is finished. A third is in progress.
6. A new security system is in place to ensure that infants do not leave a unit without proper procedures.
7. The Medical Center has expanded its recycling program.
8. Through 4/30/09, the Health System has achieved 91% of its funding campaign (\$454,422,425) with one-third of the campaign time period still to go.

Get Acquainted Period (All):

1. Each Board member commented briefly on her/his volunteer experience with the Auxiliary.
2. President Weiss welcomed new Board members present, Sandy Johnson, Jane McLaughlin and Cindy Westley.

Treasurer's Report (Ted Verhagen):

1. Mr. Verhagen distributed the final balance sheet for the fiscal year ended 4/30/09. Though revenue was down, largely due to the drop in the Endowment Fund, the Auxiliary paid all of its bills and met all of its financial commitments. The budget for fiscal 2010 is balanced without assuming any revenue from the Endowment Fund. Susan Perry from the McIntire School and her students completed their review of the books for fiscal 2009 and the three previous years. The same review will be conducted annually.
2. Mr. Verhagen presented a motion (1) that the President appoint a Finance Committee annually composed of the President, the President-Elect, the First and Second Vice Presidents, the Treasurer, and three or more Auxiliary members; and (2) that the Committee meet in September and March of each year and such other times as the President may designate. The motion was seconded and passed unanimously.

Approval of Minutes (Ken Jonson):

By motion made, seconded and passed unanimously the Board approved the minutes as submitted for the May 21, 2009 Annual Meeting.

Correspondence (Meg Riechman):

Ms. Riechman advised the Board of thank you notes received from Lynda Dunn, Liz Courain, and Susan Zinser.

Liaison Program (Meg Riechman):

1. The Liaison Program facilitates communications between volunteers and the Board and the Volunteer Office.
2. Thirteen persons are serving as liaisons for this year.

Gift Shop (Mary Mikalson):

1. The Gift Shop continues to hold its own in the down economy.
2. Junior volunteers are in training to work in the Gift Shop, the Shopping Cart, and to assist in preparing for the scanning process at the registers.

Vendor Sales (Marlene Herakovich):

1. The Easter Sale revenues were approximately \$4,000. The Mothers' Day sale revenues were nearly \$3,000.
2. The summer sale will be July 9 and 10. The Holiday Sale will be December 2-5. By motion duly made, seconded and passed unanimously, the Board designated the Malcolm Cole Child Care Center as the beneficiary of the net proceeds from the summer sale..

Historian (Barbara Rollins):

Ms. Rollins passed around the 2008 photo album. She requests Board members to send her photos in any format for inclusion in past, current or future albums.

Sally LeBeau, Manager, Patient and Guest Services:

Ms. LeBeau advised the Board that the "care pages" program, which was funded for the initial year in 2006, has been discontinued due to low usage.

Newsletter/Website (Julia Kindred):

1. Ms. Kindred requested proposed articles for the Newsletter. She also noted that the Volunteer Office has Auxiliary photos in CD format, including one commemorating the first one hundred years.
2. News and events relating to the Auxiliary may be accessed on line at www.healthsystem.virginia.edu/internet/volunteer.

Auxiliary Update (Martha Weiss):

1. Ms. Weiss urged Board members to attend the potluck picnic on June 27, which begins at 6:00 p.m. at her home.
2. Ms. Weiss noted that the Auxiliary must tighten its belt and urged everyone to watch expenses so that we do not spend money we do not have. She said that Auxiliary business will carry on as usual during the summer with volunteer work, vendor sales, and committee meetings.

Director of Volunteer Services (Liz Courain):

1. Liz reported that the Junior Volunteers starting on June 15th. She mentioned that the first two weeks of the program are very busy, getting all the students trained and comfortable with their assignments.

2. In addition, the staff is working with a group of 40 Summer volunteers. These are adults (many of college age) who volunteer briefly but intensely between May and September.

Adjournment (Martha Weiss):

President Weiss adjourned the meeting at 11:50. The next meeting is September 17, 2009.

Respectfully submitted,

Ken Jonson
Recording Secretary