

**Minutes**  
**Hospice and Palliative Care of Kodiak**  
**Regular Meeting of the Board of Directors**  
**March 12, 2019**

The duly noticed meeting of the Board of Directors of Hospice and Palliative Care of Kodiak, Inc., was held at PKIMC at 5:30 p.m. on the twelfth day of March 2019. The following Board members were present: Alan Schmitt; Mark Withrow; Meghan Kelly; Judy Starrett; Carol Austerman; Gina Bishop and Scott Carver. HPCCK Executive Director Amy Durand and Volunteer Coordinator Domonique Ruiz were also present.

**1. Mission Moment**

Scott shared reflections on HPCCK's mission statement. Mark will share a mission moment next month.

**2. Approval of Minutes for February 12, 2019**

The Board approved the minutes of February 12, 2019.

**3. Operations Report (Domonique, Amy)**

The group discussed the Operations Report, a copy of which is attached to these minutes. The Board asked for more information related to client services in future reports.

**4. Hospice Ball Recap (ensemble)**

The group discussed the 2019 Hospice Ball, which all agreed was a success. The group agreed to raise the price of tickets to \$60 for 2020. Suggestions for future events included: refining the table reservation system; posting notice when the event is sold out and reminding the community that Hospice accepts volunteer and monetary donations year-round; preparing for the silent auction on an on-going basis to avoid rushed collection of donations; proofing the program to ensure it is legible; sending "thank you" cards with tax forms to silent auction donors; passed or family style appetizers; and the need to identify an item to present to the 2020 Ball Honoree.

**5. Donor Category Review (as defined in Policies and Procedures) (Alan, ensemble)**

Carol and Amy will prepare revised language to this portion of the Policies and Procedures to present at a future Board meeting.

**6. Palliative Care Provider Search and Advocacy (Mark, ensemble)**

Gina reported that a provider who formerly worked in Kodiak is returning to the island and has expressed interest in the position. She hopes to be able to share more definite news at an

upcoming Board meeting. This will continue to be an ongoing agenda item.

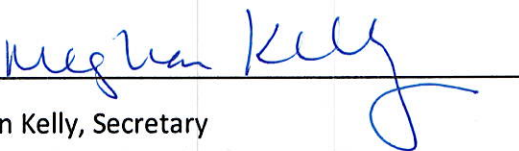
**7. Board Member Comment**


**8. Next meeting**

The next regular meeting of the Board will take place on April 2, 2019 at 5:30 p.m. in PKIMC Barometer Room.

The meeting was adjourned at 6:20 p.m.

ATTESTED to this 2<sup>nd</sup> day of April 2019.

  
Meghan Kelly, Secretary

APPROVED:  
  
Alan L. Schmitt, President