

**Hemophilia Foundation of Minnesota/Dakotas**  
**Board Meeting Minutes**  
**July 18, 2006**

Meeting was called to order at 7:00 p.m.

Present: Judith Campbell, Jim Brown, Dan Tinklenberg, Bob Stone, Aaron Reeves, Liz Myers, John Schulte, Joni Osip, and Steph Miller.

Absent: Jim Langworthy, Brenda Neubauer, Bill Kallberg, Nancy Golden, and Sharold Friedrich.

Staff: Jim Paist, Executive Director, and Pam Cella, Office Manager.

**May and June Minutes:** The minutes from the May meeting were reviewed with no corrections. Minutes from the June meeting should reflect the absence of Bob Stone at the meeting. Dan Tinklenberg made a motion to approve both minutes and Bob Stone seconded the motion. Motion carried with the corrections.

**May and June Financials:** Jim Paist reported that at the end of May 2006 we have \$4,230 in the checking, \$143,784 in the Savings Account, Dreyfus is at \$62,184, the Money Market is at \$50,838, the Scholarship Account stands at \$13,251, and our Camp Fund has \$20,118. Our total income was \$24,074 and expenses ran \$34,647. Year to date (YTD) our income stands at \$249,477 and expenses are \$144,950. Dan Tinklenberg asked why payment to the Holiday Inn Select, for the Annual Meeting, was for \$21,477 when the amount shown on the May Financials was for \$20,759. The hotel charged HFMD for rooms assigned to industry and would not accept their credit cards for payment when checking out. Therefore, reimbursement was made to HFMD for their expenses.

For June 2006, we have \$50,859 in the Money Market with little growth, our Dreyfus account grew to \$62,844, Savings stands at \$163,631, Scholarship is \$13,252, Camp Fund is \$23,120, and checking is \$4,618. Jim Paist reported that looking back to June of 2005, we are approximately \$90,000 ahead of last year. We have even more stability now and our budget looks good. We received another check from Fairview for \$21,000 and is reflected in our income but not as a line item under HTC income 2200a. Pam will correct for next month. We also have had two consecutive years of raising over \$100,000 at our Gala. Bob Stone made a motion to approve both May and June Financials and Liz Myers seconded. Motion Carried.

**NHF Annual Meeting:** Jim asked each HTC to recommend a family to attend the NHF Annual Meeting in Philadelphia. Our budget for Board Travel-National stands at \$5,500, which is the same as the year before. YTD, we have spent almost ½ of our budget leaving a balance of \$2,900 to send Board members and their families to Philadelphia, PA in October. Guidelines have been established giving \$1,500 for air fare and hotel to families and up to \$1,000 to individuals who would like to attend. Last year, HFMD sent 4 people from the Board to attend the NHF's Annual Meeting. Aaron reported that it is very educational and there is interaction with different chapters throughout the country. The cost to send Jim Paist to this Annual Meeting is separate from the Board member travel budget.

The deadline for registering to receive a 10 percent discount is August 1<sup>st</sup>. Aaron asked for a poll of Board members who would like to attend. They were: Dan, Aaron, and Liz Myers. Jim will check with those that are not on the phone. For those who attend, we ask that they write an article for the *Veinline*.

**Legislative Update:** Jim Paist received a copy of a proposed bill from Rep. Phil English, from PA, regarding the Medigap legislation. From the house side, we have Congressman Jim Ramstad lined up, and Brenda Neubauer will look at setting up a meeting with Senator Dorgan and HFMD. The purpose will be get see if he would consider co-authoring this bill in the Senate pushing the Medigap bill forward. Dan Tinklenberg inquired as to the time table and Jim reported that the session in D.C. ends in either September or mid-October.

Aaron reported that working with HFA has been beneficial as they have a very active legislative group that interacts with NHF. Also, HFA has an effective web site dealing with advocacy issues and we should use their link. Advocacy Director, Jan Hamilton gave us the green light to use this link as Jim Paist reported. ([www.hemophiliafed.org](http://www.hemophiliafed.org))

**Camp:** Jim Paist reported that prior to Sunday, they had 58 campers which was down from last year which stood at 70. The HTC did an incredible job in planning an excellent camp. This year, twenty-five kids rode a luxury bus to camp while others were escorted by their parents. On July 19<sup>th</sup>, a private tour by Dr. Heisel will be held for Industry with lunch at 12:15 p.m. The camp ends on July 22<sup>nd</sup>. Funding for camp is strong this year with over \$15,000 raised from the Gala and major donations from Fairview, Novo Nordisk. There were donations from other sponsors as well.

**Medora Retreat:** Bob Stone reported that the North Dakota Retreat at Medora will be July 28<sup>th</sup> through the 30<sup>th</sup>. Dr. Kobrinsky had asked that pharmaceutical companies be allowed to exhibit at this retreat so families have a chance to learn more about product choice. Exhibitor fees are set at \$500.

**Sioux Falls Fitness Day:** The Sioux Falls Family Day has been set for Saturday, August 5<sup>th</sup>. Board member Liz Myers said she will attend and Aaron will check his schedule.

**Volunteer Opportunities:** Jim Paist approached volunteer opportunities for Board members and promoted leadership within i.e. Bob Stone and his chairing the Medora Retreat. If anyone is interested in leading a retreat, a quarterly fitness program or the gala, please let Jim know.

### **Old/New Business:**

**Bi-Monthly Board Meetings:** Jim Paist proposed having bi-monthly Board meetings and since last month, we did not have a quorum, and previous months have had low board member participation. Our By-laws state that we must have quarterly meetings. However, special meetings could be called by the Board president if need be. Jim Paist recommended making this change and giving it a try. A poll was taken by Board members:

Joni - thought it was a good idea.

Bob - said o.k. as long as we can take care of business between meetings, if need be.

Steph - questioned summer attendance or lack of.

Judith - thought it was o.k. every other month.

Jim Brown - mentioned that other chapters don't meet monthly.

Aaron – thought that as long as we can take care of business and with monthly updates from Jim Paist, and the option to call special meetings via teleconference.

Jim Paist suggested that we can try this for six months, check attendance, and go from there. The next meeting will be in September and November will be our Saturday Retreat. Aaron Reeves made a motion to change the meetings to every other month for the balance of the year; with September being our next meeting, with monthly in formatives being provided by Jim. Bob Stone seconded. Motion carried. There were no objections

Pam's Review: Jim Paist summarized her appraisal, and said she is doing a good job. Pam is part-time and works 25 hours a week, HFMD pays ½ of her health care, she is entitled to pro-rated vacations, and she receives holiday pay on her scheduled work days. Therefore, Jim proposed an increase of 49 cents to make her hourly rate at \$18.00. Bob Stone made a motion to increase the hourly rate to \$18.00 and Steph Miller seconded. Judith Campbell added a note of thanks for her work. Motion carried.

Jim's Review: Aaron will send out a review form asking for feedback from every Board member. This is the same process as last year and forms should be in the mail within the next two weeks. Once everything is compiled, Aaron will set up a meeting with Jim.

Miscellaneous: Joni Osip mentioned that the Fairview HTC will be celebrating its 30<sup>th</sup> Anniversary on May 19, 2007. Festivities are being planned and invites going out to all previous providers and patients. More information will follow sooner to the event.

Scholarships: This year, we had seven recipients who qualified for our Scholarship Program. Letters were mailed to these students congratulating them and advising that a check, in the amount of \$2,000 each, would be mailed to their school to be applied toward tuition. Checks were then mailed on July 13<sup>th</sup> and HFMD did receive a couple of thank you notes from the students.

A motion was made by Dan Tinklenberg to adjourn and seconded by Judith Campbell. Motion carried. Meeting adjourned at 8:02 p.m.

The next HFMD Board of Directors meeting will be on Tuesday, September 19<sup>th</sup>, at 7:00 p.m. The conference call in number is 1-866-246-6862, pass code is 950922#.

Respectfully submitted,

Pam Cella  
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