

**Hemophilia Foundation of Minnesota/Dakotas**  
**Board Meeting Minutes**  
**September 19, 2006**

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

Present: Jim Brown, Dan Tinklenberg, Joni Osip, Bob Stone, Sharold Friedrich, Bill Kallberg, Judith Campbell, Steph Miller, Liz Myers, Nancy Golden, Brenda Neubauer, and John Schulte.

Special guest: Eileen Bostwick, NHF Board of Director

Absent: Jim Langworthy, and Aaron Reeves.

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

**July Minutes:** The minutes from the July meeting were reviewed and with no corrections, Judith Campbell made a motion to approve the minutes and Dan Tinklenberg seconded. Motion carried.

**July Financials:** Jim Paist reported that at the end of July, we had approximately \$300,000 in our checking and savings accounts. Our Money Market account stands at \$47,876 which includes a transfer of \$3,000 to invest into the Growth Access Shares by Community Health Charities. The Dreyfus account ended at \$62,884, and our Savings Account is at \$142,418. This past month, we paid out \$14,000 from our Scholarship account leaving a balance of \$1,252 for next year's fund. The Camp fund stands at \$34,242 and our checking is at \$10,154.

We had a significant amount of requests for emergency assistance payments during the month of July. There were several immediate requests in general but a rather large request came in from the Mayo Clinic regarding a previous request from two years ago that was never paid nor followed up. Joni Osip asked if there is a dollar limit for requests. Jim advised that the limit per circumstance is \$500. Jim reported that in July, we encountered two back payments from Mayo and one was over the \$500 limit around \$750. *Background:* Originally, two years ago Jim Langworthy had contacted our previous executive director and agreement was made to pay these two bills, even though one exceeded the guideline limit. Now, Jim Langworthy worked on negotiating payment with both the collection agency and the family. Jim Paist approved the previous agreement to help pay those medical bills.

Dan Tinklenberg asked, as a clarification, if the Emergency Assistance was the same and the Emergency Fund. Jim reported yes. Dan then inquired if we have an option of shifting funds to cover costs for the remainder of the year. Therefore, Dan asked to increase the Emergency Assistance Fund budget by \$3,000 and taking this money from general operations. Jim Paist advised that in order to make a budgetary change, we need Board approval.

Dan Tinklenberg made a motion to transfer \$3,000 from our general operating funds to the Emergency Assistance fund. Judith Campbell seconded. Motion carried. Bill Kallberg asked if we need these extra funds at this time. Jim advised that the YTD paid out amount stands at \$6,234 and the FY06 Budget is at \$7,000. Bill Kallberg then asked if the motion on the floor

is to amend the FY06 Budget and Jim Paist advised yes. Bob Stone asked for a vote and with no opposition, the motion carried.

Jim reported that another expense item is Line 7400, Music/Entertainment. This is rather large due to the entertainment at the Medora Family Retreat. Bill Kallberg then asked why line 2300, Contributions-Industry, was at a -\$16,000. Pam reported that the Fairview Foundation contributed \$21,000. This donation was recorded as an industry contribution rather than an HTC contribution. Therefore, a journal entry was needed to make this correction. Also, of this \$21,000, \$7,000 was for an event in 2007 and will be shown on the balance sheet as deferred income.

Bob Stone asked for a motion approving the July financials. Bill Kallberg made the motion and Liz Myers seconded. Motion carried.

**NHF:** Updates: Jim Paist introduced Eileen Bostwick who will be giving us an NHF update. Eileen reported that in June, national held a caucus regarding restructuring and it was unanimous that NHF put a hold on the restructuring until they have a consensus. National asked all chapters for their comments/concerns and these were used as items for discussion at the August NHF Board of Directors Meeting. A process needs to be established for chapter charters and templates will be viewed from other organizations. The agreements that came from the Board Meeting were:

1. A charter needs to list rights and responsibilities of member chapters and national. i.e.; dues. In addition, other agreements would be negotiated with the parent organization and the chapter.
2. The Board has directed the CEO to organize Chapter Development with regional and national staffing. This would be a fully staffed department at national.
3. A Mission Statement needs to be re-created with a further definition of hemophilia and thrombophilia.
4. Fundraising needs the development of a steering committee which would initiate a trial program.
5. Identify national branding with all in agreement

Eileen further stated that the October NHF Board of Directors meeting will present recommendations on the above 5 items to include a description of terms and background information.

It is evident that National is pulling together hemophilia and thrombosis as a means of identification. Joni reported that she recently attended a conference for people with blood and clotting disorders on a local level and both hemophilia and thrombosis are increasing. Jim reported that at a New York conference, thrombophilia had a lengthy discussion however; the medical staff at HTC's would know more about this issue. Bill Kallberg reported that statistics find that there are ten times more thrombophiliacs versus hemophiliacs.

Nominations: Eileen further reported that nominations are currently open for NHF Board of Directors. There are five openings. There are fifteen members to the Board and the five new members will have a three year term. If anyone is interested in nominating someone for the NHF Board, please advise Jim Paist and he will forward the names to National.

Annual Meeting: The NHF Annual Meeting will be October 12-14, 2006 and the NHF Board of Directors meeting will be held on Sunday, October 15<sup>th</sup>.

Jim reported that HFMD will have four Board members and four families, one from each regional HTC, attending National's Annual Meeting. The four Board members are: Aaron Reeves, Dan Tinklenberg, Bill Kallberg and Steph Miller. Jim will not be attending this year's Annual Meeting but will be attending a legislative advocacy conference in New Jersey that week.

**Advocacy Updates:** Brenda Neubauer reported that she met with Senator Byron Dorgan to gain his support on the Medigap Bill and he was very amiable to sign as a co-sponsor. The twenty minute meeting was a good meeting and the Senator was very receptive. Senator Dorgan sits on the Senate Appropriations Committee as vice chair.

Bill Kallberg stated that Blue Cross/Blue Shield is refunding \$28 million in North Dakota and with that large of a surplus, why can't we do something to eliminate a cap and give people a waiver for one month. Jim reported that he did an advocacy seminar in at the North Dakota Retreat and families were interested in eliminating the cap. Brenda advised that since the legislature meets every two years, we could start planning and networking which could take up to one year. Jim suggested that we discuss this at the November Board Retreat.

**November Board Retreat:** The proposed November agenda will be:

1. Approve September Minutes
2. Approve the August, September and October financials
3. 2007 Budget
4. Reconcile board manual
5. NHF
6. 340 B

We have reserved a block of rooms for our out of town Board Members for Friday, November 17<sup>th</sup>. The retreat will begin on Saturday, November 18<sup>th</sup>, at 9:00 a.m. Bill Kallberg inquired if anyone was interested in getting together for dinner on Friday night?

**Committee Updates:** Golf: Jim reported that the weather was both cold and wet. However, we still had 90 golfers, 100 people for dinner and Kert Severson, our Master of Ceremony, did an excellent job as usual. Sponsorship was great and overall the event went well.

Gala: Our next Gala Committee Meeting will be held on Tuesday, September 26<sup>th</sup>. Our two Co-Chairs are Lisa Kallberg and Brett Schaumburg. Jim will send out an auction donor letter to those on the committee for use in soliciting donations.

Industry Relations: The two representatives from Industry on our Board are Nancy Golden and Jim Brown. Although Nancy did not attend the North Dakota Retreat, she heard it was a very positive event. Although industry was asked to participate in a very causal atmosphere, the flip side was that non manufacturing companies were disappointed that they were not able to attend. Jim Paist reported that the feedback was very positive and the credit needs to be given to Bob Stone for chairing the event. There were 87 people in attendance.

Jim Brown reported that a sub-committee has been developed to work on a Statement of Purpose which would establish who we are. Once this has been developed, a proposal will be given to the HFMD Board of Directors.

Other: The Dakota's Retreat for 2007 will be held in the Black Hills, SD next year. Fifty rooms have been reserved at the Keystone Rushmore Express Inn for July 27<sup>th</sup>-29<sup>th</sup>, 2007. The next Dakota's Retreat conference call has been scheduled for September 29<sup>th</sup>. Because of the distance to the Black Hills, we are looking into renting a bus and possible doing some type of educational programming on the bus since it is a 12 hour ride. Joni thought that maybe some of her staff would be willing to speak at the retreat. Bill Kallberg suggested that at our November Retreat we should discuss and set a policy on Industry involvement at our various retreats.

The Women's Program is planning a Spa Day the end of October in Chaska and our next meeting will be held September 21<sup>st</sup>. PSA's were developed by Beth Andersen and made by Dr. Heisel.

The next Family Fitness Committee Meeting will be Tuesday, September 28<sup>th</sup> at 11:00 a.m. via a conference call.

**Old/New Business:** Old: Joni agreed to send out educational material from the Fairview HTC on thrombophilia to all Board Members.

New: Jim Paist discussed the lowering of registration fees for our retreat and the annual meeting to \$10.00. Our current \$40.00 registration fee could be somewhat costly for our families. Bob Stone agreed that \$10.00 would be more reasonable. Bill Kallberg thought that families' paying something is viewed as a commitment. Joni Osip felt that we should establish a fee per family. Dan Tinklenberg liked the idea even though the amount is insignificant for a registration fee. Jim suggested making \$10.00 a minimum, but families could pay more. Bob Stone stated that in the past, this was a planning committee decision. Brenda Neubauer feels that we should not charge at all. People pay for travel and meals to get there. Judith Campbell suggested that HFMD pay the full amount and if anyone is a no show, then we should charge them. Dan suggested that we table this under old business in November.

The Board of Director's meeting was adjourned at 8:29 p.m.

The next HFMD Board of Directors meeting will be on Saturday, November 18<sup>th</sup>, from 9:00 a.m. to 3:00 p.m. at the Ramada Thunderbird Hotel.

Respectfully submitted,

Pam Cella  
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