

To: Board of Trustees
From: Helen Stoll - President Board of Trustees
Re: Monthly President's Report
Date: October 24, 2018

For Your Calendars:

- DONOR APPRECIATION PHILANTHROPY AWARDS Thursday, November 8 from 6-8pm at the Village Green Community Center Kington 26159 Dulay RD NE, 98346. Hors D' Ouvres, Wine and Beverages will be served. **This is our opportunity as trustees to thank in person many of the generous donors to Martha & Mary and celebrate progress.** Lots of meeting old friends and making new acquaintances. (I hear that Jim Rowson and his wife plan to attend. Jim served 9 years on the board terming out in 2016.) Parking is easy; the venue is spacious and pleasant.
- 2019 BUDGET REVIEW Wednesday, November 14 from 5-6 pm. **All trustees are encouraged to attend.** The initial draft capital and operating budgets will be presented to the Finance Committee in a special meeting on This is a segment of our fiduciary duty and also gives us insight into details of progress, plans and initiatives to address challenges. (Think of it as a tradeoff to forego a full board meeting in December.) **Please let Jennifer Bailey, Marketing & Communications Manager and Board Support (jbailey@mmhc.org) know if you are UNABLE to attend.** This special meeting will assist the Staff Leadership Team in completion of the draft budgets for presentation to the Finance Committee at their regularly scheduled meeting on Monday, November 26th at 5:00 pm where they will be reviewed for recommendation to the full board for approval at the monthly meeting on Thursday November 29th. In keeping with the schedule of the past two years, if the budget work is completed by the board in November, the board will not meet in December.

CONGRATULATIONS again to M&M KIDS, AT HOME, and Health Services Administrators and staff for excellent 2018 surveys! As always, there were challenges to surmount. For KIDS the largest was the ELC flood in June in which staff across corporations pulled together with Silverdale Lutheran, businesses, our state legislative Rep. Sherry Appleton and state agencies to maintain and restore full function.

Dinner and a Board Meeting: As you may have seen in Jennifer Bailey's reminder messages, **we will be returning to our usual schedule of dinner beginning at 6 pm, Executive session at 6:45, and Full board meeting at 7:00 pm.** In August the board discussed trying a change in

routine for the purposes of shortening meetings. We planned to trial it in October and November. As Lynette and I planned this month's board dinner and meeting, it became clear that the Executive session must precede the board meeting for purposes of business to be conducted during the full board meeting. Trustees can work to keep our executive session within time allotted. There may be evenings when the education portion of the meeting is conducted before the meeting, as we finish eating, especially if the presenter is a guest. Many of you, if not all, expressed the desire to dine at round tables for the opportunity to get acquainted and socialize. We will return to that after the dining room remodels, which are requiring extra duties and time of kitchen staff, are completed.

Trustee Midterm Resignations: With our retreat in September we have not met formally in a board session since August. Within that time frame, two members of our board, Phil Rockefeller and Tom Hawks, have regrettably found it necessary to resign their positions. We will miss them both not only for their expertise, knowledge and connections but for their enthusiastic personal support and participation in the work of the board and life at Martha and Mary. They both assure me that they will continue to educate about and advocate for M&M.

Over the past two months and going forward the Governance Committee is working steadily to seek possible candidates to fill these two unexpired terms and to prepare to recommend candidates for annual vacancies that will occur beginning in May. We'll receive the Governance status report on Thursday evening.

Committee Functions: Our standing committees continue to meet regularly, working with other board committees and calling upon outside sources as needed to fulfil their tasks. Most recently approved minutes are posted on the board website.

The Development Committee has taken a hiatus to allow members to meet as part of the Philanthropy Taskforce. Their meetings will resume once the taskforce has completed its work which is estimated to be in about 6 months.

The Philanthropy Taskforce will meet monthly within the Strategic Planning Committee on the Monday of the week that the board meets (usually the fourth Monday) from 3:30-5:00 in Tollefson. All trustees are welcome.

September Annual Retreat - We will receive a review by Lynette and discuss further directions and tasks in our October board meeting.

CMS 5 Star Rating - Please take some time prior to the board meeting to review information regarding CMS's Nursing Home Compare site which allows the public to review the status of individual care facilities.

Basic Explanation of Nursing Home Compare and how it's calculated:

<https://www.cms.gov/medicare/provider-enrollment-and-certification/certificationandcompliance/fsqrs.html>

Access to M&M's current status report:

<https://www.medicare.gov/nursinghomecompare/search.html> P'bo Zip: 98370

2017 IRS Form 990 - The Finance & Audit Committee has reviewed the 2018 draft 990 and will recommend passage to the board of Trustees.

If you wish to review the draft, please request a copy from Jennifer Bailey (jbailey@mmhc.org)

Because of the Martha & Mary structure, between as well as within corporations, the numbers are very complicated. The narratives paint a picture of mission, leadership and function within each corporation. Once filed, this document is available to the public, most of whom would be accountants of entities considering partnering with M&M or loaning to us.

For those of us unfamiliar with the purpose of the IRS Form 990, a filing of which is required of all qualifying non-profits by November 15th annually:

Reading/understanding the annual IRS Report Form 990 -

<https://www.guidestar.org/Articles.aspx?path=/rxa/news/articles/2001-older/understanding-the-irs-form-990.aspx#part1>

This source walks the reader through an overview of who files, why and what the filings are. Our forms are prepared by M&M's accounting firm, Clifton Larson Allen, in consultation with and review by M&M's CEO and Senior Leadership Staff.

Looking forward to seeing you at our October board meeting.