

MARTHA & MARY LUTHERAN SERVICES

Board of Trustees Board Meeting Minutes

March 28, 2019

Trustees Present: Bill Baird, Alan Crain, Katherine De Bruyn, Don Lachata, Lindsey Lind, Doug Love, Bobbie Moore, Mary Polensky, Aaron Schielke, and Galen Schuler

Trustees Absent & Excused: Cary Bozeman, Susan Eagan, Marlene LeMire, Jamie Mittet, Kent Shane and Helen Stoll

Staff Present: Jennifer Bailey, Heather Dartt, Kristine Grant, Lynette Ladenburg, Leah Meadows, Tammi Palodichuk, Paula Rimmer, Robin Schuman, Chris Vernon-Cole and Anna Winney

Staff Absent & Excused: Diane Wasson

Call to Order

Called to order at 7:31PM.

Alan Crain, *Board Vice President*, explained that Helen Stoll, *Board President*, was on vacation and that he would be conducting the Board Meeting in her absence.

Alan welcomed Lindsey Lind, *Trustee*, to her first Board Meeting and asked Galen Schuler, *Trustee*, to provide a brief introduction. Galen explained that Lindsey joins the Board with a strong background in marketing. She is a member of Port Madison Lutheran Church and lives on Bainbridge Island with her husband and two daughters.

Agenda Changes

No Executive Session took place prior to the Board Meeting, but, otherwise there were no agenda changes.

Approval of Meeting Minutes

- **MOTION** – Approve the February 28, 2018 Martha & Mary Lutheran Services Board Meeting Minutes. The motion carried.

Board President Report

Alan directed the Board's attention to Helen's written Board President Report. There were no questions from the Board regarding her report.

CEO Report

Lynette Ladenburg, *Chief Executive Officer*, alerted the Board that maintaining appropriate Nursing Assistant staffing at the Health and Rehab Center remains concerning and a top priority. Although there are many reasons why this issue persists, compensation remains a key factor. To that end, an adjustment to Nursing

Assistant wages is being implemented in April, raising starting pay to \$15 per hour. This change means most Nursing Assistants will see an increase of more than a \$1.00 per hour to their rate of pay. News of this adjustment was well-received by Nursing Assistants at the Health and Rehab Center. It is hoped that this change will encourage current staff to recruit Nursing Assistants they know to apply with us and entice Nursing Assistants who have left the Organization to return to our employ.

Lynette asked Chris Vernon-Cole, *Chief Operations & Strategy Office*, to inform the Board about an issue involving land the Organization owns, which is located east of the Ebenezer Senior Retirement Apartments. Chris explained that over a roughly five year period, a neighbor has cleared this land, planted grass and installed a sprinkler system to retain his view. Chris confirmed for the Board that the neighbor's actions do not establish adverse possession of the property, however the Organization is in the process of putting a Land Use Permit in place with the neighbor to clarify the issue for both parties. Martha & Mary may cancel this permit anytime, should the Organization wish to utilize this property in the future.

Lynette concluded her report by requesting support from Trustees for a floor amendment of the Washington State House of Representatives' Operating Budget to rebase nursing home rates to 2017 costs on July 1, 2019. Lynette noted that this one-time expenditure is critical to stabilize Medicaid funding in skilled nursing facilities.

Finance & Audit Committee

Alan Crain, *Finance & Audit Committee Chair*, reminded the Board that CliftonLarsonAllen presented audit findings on March 25. He indicated that the Finance & Audit Committee found their audit of Martha & Mary Lutheran Services for 2018 to be in good order and therefore recommended that the Board formally approve its acceptance by the Organization:

- **MOTION** – Approve acceptance of the 2018 Martha & Mary Lutheran Services Audit as prepared by CliftonLarsonAllen. The motion carried.

Alan also informed Trustees that the Finance & Audit Committee recommended the Board approve acceptance of a revised Investment Policy for Martha & Mary Lutheran Services:

- **MOTION** – Approve acceptance of the revised Martha & Mary Lutheran Services Investment Policy, effective March 28, 2019. The motion carried.

Development Committee

Mary Polensky, *Development Committee Chair*, explained that the committee's current focus was on the upcoming Western Gala, explaining that Paula would provide an update to the Board.

Paula first thanked and acknowledged Galen, who helped secure a \$5,000 contribution from his employer Green Diamond Resource Company. This donation will be used to double the impact of contributions made to Martha & Mary via the Kitsap Great Give on April 23.

Paula went on to announce that sponsorships for the Gala now total \$25,000, a record amount for the Organization. She reported the most recent Gala sponsorship was from Pope Resources and offered many thanks to Aaron Schielke, *Trustee*, for his in role in securing this gift from his employer.

Finally, Paula provided the Board with a simple form to complete and return to her to indicate how they individually wished to donate towards the "Beer 'Barrow," which is a live auction item being assembled and donated to the Gala by the Board and Senior Leadership team.

Church and Community Services Committee

Bobbie Moore, *Trustee*, announced that the New Delegate & Trustee Orientation on March 9 ran very smoothly and was an overall success. Bobbie thanked Jennifer Bailey, *Marketing & Communications Manager* for

coordinating the event and noted that Lynette's presentation, including the information about challenges facing the Organization, was especially good this year.

Jennifer notified the Board that a memory care seminar designed for community caregivers took place on March 23. She reported that the two speakers at this event were both knowledgeable and inspirational, stimulating considerable back-and-forth discussion with attendees during their presentations. Attendees indicated they found the event valuable and asked for more like-events in the future.

Strategic Planning Committee

In Helen's absence, Alan stepped in to provide a Strategic Planning Committee report. Alan reminded the Board that the Strategic Planning Committee is continuing to center their attention on the work of the Philanthropy Taskforce. The Taskforce is now in the midst of planning their next steps, to include an expansion in the size of the Development Committee to support future fundraising.

Governance Committee

Doug Love, *Governance Committee Chair*, thanked Trustees for turning in their Board Self-Evaluation Forms to the committee. He provided highlights from the committee's review of the completed forms, which included concerns about the Board Meetings running after 8:30PM, questions about how Trustees' time might best be utilized at these meetings (strategy versus operations discussions), and whether Board Meetings truly need to be held each month. On this last point, Doug commented that the committee determined that Board Meetings should remain a monthly gathering of Trustees, but noted that the Executive Committee always retains the authority to cancel a Board Meeting if they deem it unnecessary.

Other Business

Lynette informed the Board that Bob Nichols, *Trustee-retired* and current *Delegate / Poulsbo First Lutheran*, has informed her that he plans to author a second book about Martha & Mary. In this endeavor, Bob has made a request to review very old minutes from Martha & Mary Board Meetings. Lynette asked the Board for guidance on responding to the request. The Board advised Lynette to provide Bob access to these items, but require that he review them on Martha & Mary premises to ensure their safekeeping by the Organization.

Adjourn

The meeting ended at 8:26PM

Respectfully Submitted:

Mary Polensky, Secretary