

Hillcrest Committee Meeting

May 4, 2020

The May 4, 2020 Hillcrest Committee Meeting was held online at Zoom. We weren't able to meet in-person due to the COVID-19 pandemic. President Anne Barry called the meeting to order at 6:00 p.m. and 36 members plus eight new members were present. Anne thanked Helen Koenigsman for setting up the Zoom meeting.

Old Business

Approval of the March 2, 2020 Meeting Minutes

The April 6, 2020 Hillcrest Committee Meeting was cancelled because of the COVID-19 pandemic and Governor Kate Brown's Stay at Home Order. As a result, we needed to approve the March 2, 2020 minutes at the May 4, 2020 meeting. Helen Koenigsman moved that the March 2, 2020 Hillcrest Committee Meeting minutes be approved and Cathy Theen seconded the motion. A vote was taken and the minutes were approved.

Treasurer's Report

Mary Jo Hoftiezer reported for Linda Maddux (see attachment). She reported that the checking account has \$211,102.49. The Statement of Activity July 2019- April 2020 showed total expenditures of \$41,923.82 and a net revenue of \$192,578.58. The total operations costs were \$780.28. Included in those costs are the Yellow Rose Flowers, the mini-storage rental, bank check order, P.O. Box rental and postage. Edie Chezik moved that the Treasurer's Report be approved and Rebekah McAnally seconded the motion. A vote was taken and the Treasurer's Report was approved.

Correspondence Report

No correspondence was reported.

Data Base Management Report

Micki Palpant reported that she plans to send an email, so everyone can sign up for next year's food committees and locations. She also reminded us that the first slot for each food committee is the committee chair. That person decides on the menu and the other members help prepare and serve the food at the meeting. Helen Koenigsman recommended that if anyone who is hosting a meeting needs to change to a different monthly meeting, that they exchange an evening for an evening or a day for a day meeting. Many

people have to schedule time off from work in order to attend the day meetings. If a meeting gets changed to the evening, getting time off wouldn't have been necessary. Anne Jantzi suggested that people hosting a meeting not choose an evening, but rather a day meeting when important Oregon and national football games are scheduled at night. Helen Koenigsman reminded everyone who hasn't submitted a picture for the online photo directory, to please send a picture to her. Also, please check that your spouse/partner's name is correct. The new members list was included in an email from Helen. Please email Helen with any changes. We're happy to announce Jody Lennon has decided not to resign.

Hospitality/Yellow Rose Report

Christin Sherbourne stated that no yellow roses were delivered.

New Business

Treasurer's Budget Proposal for 2021

Mary Jo Hoftiezer reported that Linda Maddux, Karin Dailey and Judy Gambee helped to update the Treasurer's Budget Proposal for 2021. Due to the COVID-19 pandemic we will not be having any parties for 2020. Instead, the parties that were purchased for 2020 will be carried over to 2021. The plans for the 2020 Hillcrest Committee Ball will include Research Paddle donations, but no parties will be auctioned. They anticipate that \$2,500 will be collected in Hillcrest Committee dues. Tickets to the 2020 Ball will remain at \$150.00. The revenue from dinner reservations is expected to generate about \$37,000. It was noted that Judy Gambee and Micki Palpant did a great job of keeping the menu costs down for the 2019 Hillcrest Committee Ball by ordering off the Lark's menu. The 2020 Hillcrest Committee Ball will be held at the Rogue Valley Country Club and the \$900.00 deposit has already been paid. The revenue from the Research Paddle is expected to be about \$100,000. Since we won't be auctioning off parties, our credit card fees should be less. We should be able to disburse \$160,000 for cancer research, the local hospital compassion funds and sponsoring a Sparrow with the Sparrow Club. If the expenses exceed the income, we can use money that is carried over from the previous year. They are planning to carry over \$51,000. That includes \$10,000 for operating expenses and \$10,000 for the Ball. The extra \$30,000 carried over will make up for not auctioning off parties for 2021. Patty Hubbert asked what the backup plan would be if the Ball is cancelled because of the COVID-19

pandemic? Christin Sherbourne said the Rogue Valley Country Club would hold our deposit and carry it over to 2021. Linda Maddux and Mary Jo Hoftiezer will send a letter to all the people who attended the 2019 Hillcrest Committee Ball through the Greater Giving Software Program for President Anne Barry and President Elect Christin Sherbourne. The letter will explain that due to the COVID-19 pandemic all the parties that were supposed to take place in 2020 will be carried over to 2021. It will also inform the buyers of those parties that the party chairs will be contacting them about rescheduling the parties for 2021. The party chairs will also have to make sure that the party venues will still be available in 2021. Cathy Theen stated it was a good idea to send the letter to everyone who attended the 2019 Ball. It's another opportunity to thank them for their support and hoping they will continue to support our efforts in the future. Patty Diehl suggested that a list of talking points be established for all the party chairs, so that every buyer receives the same information. Patty Hubbert noted that attendance may be down at the 2020 Ball due to the COVID-19 pandemic, but those people may still want to contribute if we reach out to all the attendees. Helen Koenigsman noted since the communication will be in the form of an email, there won't be any added expense. Mary Jo Hoftiezer said the letter is a proactive form of communication to let everyone know what we are doing and where the money is going. It shows our ongoing commitment to supporting cancer research. Tiffany Graeber noted that without auctioning any parties, there is going to be more time to socialize and just enjoy being together! Tiffani Cox moved that we approve the Treasurer's Budget Proposal for 2021 and Cathy Theen seconded the motion. A vote was taken and the Treasurer's Budget Proposal for 2021 was approved.

Focus Committee

President Anne Barry announced that the Focus Committee proposes that the Hillcrest Committee disburse \$95,000 to the Knight Cancer Institute at OHSU plus the \$5,000 stock donation from Nancy and Jack Day for a total of \$100,000. This will fund two \$50,000 research grants, \$4,060 will go to the Sparrow Club, \$44,000 to the Cancer Compassion Fund at Asante Rogue Regional Hospital and \$17,000 to the Providence Hospital Cancer Compassion Fund. Cathy Theen moved that the Focus Committee's recommendations for disbursement of Hillcrest Committee funds raised be approved and Tiffani Cox seconded the motion. A vote was taken and the motion passed.

Nominating Committee

Tiffani Cox reported that the Nominating Committee recommends the following people to the Executive Board for the 2020-2021 Hillcrest Committee:

Christin Sherbourne	President
Kate Empasis	President Elect
Anne Jantzi	Recording Secretary
Laura David	Corresponding Secretary
Mary Jo Hoftiezer	Treasurer
Judy Gambee	Treasurer Elect

Tiffani Cox moved that the Focus Committee's recommendations for the 2020-2021 Hillcrest Committee Executive Board be approved and Karin Dailey seconded the motion. A vote was taken and the Focus Committee's recommendations for the 2020-2021 Hillcrest Committee Executive Board were approved.

New Member Introductions

Due to the COVID-19 pandemic a New Member Orientation was not held and notebooks, aprons and nametags were not given to the new members. Helen Koenigsman suggested that all new members contact her to gain access to the members' page on the Hillcrest Committee's website. She suggested that the Bylaws and New Member Folder could be added to the website. The following new members were introduced:

1. Erin Brower
2. Lauren McDermott
3. Jennifer Nicols
4. Diane Patten
5. Elizabeth Peard
6. Zoey Pegan

7. Christine Ward
8. Laura Weiland

Summer Party

Normally we have a Summer Party in August, but due to the COVID-19 pandemic it is uncertain whether we will be able to have one. It was suggested that we move it to an outdoor venue like a park, which can be easily cancelled if necessary. Please email Anne Barry if you have any suggestions for a Summer Party.

Announcements

1. Cathy Theen congratulated the Executive Board for thinking outside the box! Carrying the 2020 parties over to 2021 was a great way to respond to the COVID-19 pandemic restrictions and still continue with our mission!
2. Mary Jo Hoftiezer said we need someone to organize the items in the storage unit.

Next Meeting

Anne Barry announced the June Hillcrest Committee meeting is cancelled due to the COVID-19 pandemic. Our next meeting will be September 14, 2020. Anne suggested that a New Member Orientation be planned just before the September meeting. The meeting adjourned at 7:20 p.m.
Respectfully submitted by Sue Nolan-Olson, Recording Secretary