

Hillcrest Committee Meeting Minutes
January 25, 2021
Zoom Meeting

The January 25, 2021 Hillcrest Committee meeting was called to order by President Christin Sherbourne at 12:05 PM. This meeting was held via Zoom with Covid restrictions in place by the State of Oregon. There were 31 members logged on.

Old Business:

Minutes from November 2020 meeting:

Lara David moved to approve the November 2020 minutes. Mary Jo Hoftiezer seconded the motion. A vote was taken and the minutes were approved.

Treasurer's Report:

Mary Jo Hoftiezer reported first on the Statement of Financial Position Summary. Currently, the Hillcrest Committee has a total of \$113,172.29 in the bank as of January 22, 2021. Next, she reported on the Statement of Activity for the period July 1, 2020 to January 22, 2021. Donations totaling \$396.26 from both Amazon Smile Account and Fred Meyer Rewards were received. Again, Mary Jo encouraged members to sign up for both of these if they have not. The 2020-2021 Appeal (in place of the Hillcrest Ball Auction) raised \$55,180.00. This will be up another \$1,000.00 with additional donations received after the report was printed. Memorial contributions from both Jack Day and Jim Coleman totaled \$6,708.00. Both men had been generous to Hillcrest. Total dues including fees paid to PayPal were \$2,503.32. The total revenue is \$64,787.58 for the year.

Expenses included a once a year Greater Giving Software (\$397.50) which included a generous 50% off this year because of Covid, Business Registration Fees (\$155.00), Accounting Fees (\$350.00), Quickbook Software Rental Fee (\$430.00), Website Domain Contract/Email service fees (\$183.34) totaling contract fees of \$963.34. Other expenses included flowers, aprons/name tags, mini-storage rental and Printing/Copying/Yearbook totaling \$1335.65. Mary Jo has also ordered 500 thank you notes coming out of the printing budget. PayPal processing fees of \$514.74 included the Appeal and member dues. Business expenses totaled \$2,968.73 with total expenditures totaling \$3,366.23. Hillcrest net operating revenue and net revenue total \$61,421.35.

Correspondence Report:

Lara David reported she had not received any correspondence as of this date. Mary Jo reported on a Christmas card Hillcrest received from Dr. Drucker from OHSU.

Data Base Management Report:

Helen Koenigsman had no new data base information to update. Helen will update a new member's list once the time comes.

Hospitality/Yellow Rose

Kate Empasis reported she had delivered a beautiful bouquet to Nancy Day on the loss of her husband, Jack. Unfortunately, Nancy was not available, however Kate talked with Chad, Nancy's son, and she did receive it.

New Business:

Member Resignations:

As a member of Hillcrest Committee, members who intend to resign are required to present their resignation in January and are obligated to their commitments until September unless there's an underlying circumstance. Christin shared the seven members who are resigning have played important roles in continuing to strengthen Hillcrest. In their resignation letters, a common theme was reflected: meaningful committee, important causes, caring women, best friends, and personal accomplishments. The following members have resigned:

- ◆ Tiffani Cox - member since 2009
- ◆ Lori Schultz - member since 2013
- ◆ Jenn Stringer - member since 2010
- ◆ Barb Raniele - member since 2014
- ◆ Sue Martin - member since 2014
- ◆ Mariann Clark - member since 2013
- ◆ Micki Palpant - member since 2016

In March, committee members should be prepared to propose 5-7 new members to join. Please be considering women who share in a vision for cancer research.

Appeal and Invitation Committee:

Christin began by complementing the Appeal and Invitation Committees on an incredibly successful and crafty invitation. Paden Voget expressed her thanks to Lithia for their generous donation on the invitation. She expressed her appreciation on how the Hillcrest Committee exceeded the goal of \$50,000.00. Dana Smith extended the thought that while the timeline was a bit different than expected, community members were expecting the invite. Christin explained the QR Code worked so well that it should be continued in the future. Mary Jo shared how some invitees responded how adorable the invites were. She also mentioned 24 invites had been returned. Judy Gambee did a breakdown on the donations made by non-members. Of the 81 total donors, 21 were Excalibur and 29 were non-members supporting us. If you are still interested in making a donation, remember it is never too late.

Distribution of Appeal Funds:

Mary Jo Hoftiezer and Judy Gambee created a list of recommendations for disbursements which would include a 2021 Hillcrest Ball. A total of \$84,000 will be recommended for disbursement before the end of the Fiscal year. Mary Jo and Judy are recommending \$50,000 in a research grant, \$34,000 for local cancer compassion (Asante

3/4 and Providence 1/4) and \$4,060.00 to sponsor a Sparrow. A \$30,000 cash reserve would be left for various items including parties and down payments and the Hillcrest Ball. This budget will be sent to the Focus Committee to determine how they want the funds dispersed. The Focus Committee consists of: Tiffani Cox, Dana Smith, Kate Empasis, and Mary Jo Hoftiezer.

Party Chairs:

Christin encouraged party chairs to continue to meet with their buyers as it's possible the pandemic restrictions may be easing up. If this occurs, we may be able to resume parties for spring and summer.

Secret Santas:

Christin explained she received reports of Secret Santas having to dodge Ring Doorbells. Various members shared the fun they had being a Secret Santa or receiving from a Secret Santa.

March Meeting:

The next meeting will be held on March 8, 2021. Hopefully, the committee will be able to meet outside at RoxyAnn Winery in the afternoon. Agenda items would include: new member nominee, ball chairs for 20-21, and the distribution proposal from the Focus Group.

Adjourned: 12:50 PM

Respectfully Submitted,
Anne Jantzi
Hillcrest Recording Secretary