



Gateway Hemophilia Association Board Meeting-Minutes November 12, 2019

PRESENT: Bridget Tyrey, Judy Bagato, Stephanie Bauman, Kari Moellenhoff, Lori Moore, Kristina Klein, Benjamin Moramarco, Brian Rodgers, Mike Miller, Chris Schneider. ABSENT: Maria Mohler and Nikole Schroeder.

MEETING CALLED TO ORDER by Chris Schneider at 6:02 pm

CONSENT AGENDA- Motion to approve reports by Chris Schneider and 2nd by Mike Miller. Consisted of the 9/19 minutes, the September and October Treasurer's Report.

ACCOUNTING SERVICES- GHA will contract with The Mission Center Accounting, LLC who will provide accounting services for a fee of \$610/month starting December 1, 2019. Accounting services will include:

- Monthly data entry services into QuickBooks
- Reconciliation of all bank and credit card account statements
- Review and reconciliation of general ledger
- Provision of customized financial reports along with standard balance sheet and income statement for distribution as determined by Executive Director
- CFO review, oversight, and feedback to Executive Director
- Detailed reports for both restricted and unrestricted funds as deemed necessary by client
- Check writing for bill paying
- Payroll journal entries and any recurring and/or standard journal entries
- Accounts receivable and cash receipts entries
- Preparation of year-end statements for client's independent auditor
- Meeting with auditors at the start of the audit and assistance throughout the process
- Preparation and distribution of 1099's if needed
- Preparation of 1096 report for client to file with IRS
- Assistance with annual budget preparation. We provide clients with budget templates and historical information to assist with the budgeting process

INDUSTRY NEEDS ASSESSMENT – Reviewed feedback from the industry survey. Responses were limited but areas of concern were discussed and solutions evaluated.

BRANDED TALKS – Explored if GHA offer branded talks in 2020 to manufacturers for a fee. Determined that we would proceed in 2020 but working on appropriate fee and structure for meetings.

2020 PROGRAMS – Opened the meeting to input and suggestions for 2020 programs. Mike Miller has a Men's Group event planned for March 2020. This includes affected male family members as a dedicated effort at social engagement.

BUDGET- Ben will work with Bridget to prepare the 2020 budget, which will be reviewed and approved at the next board meeting.

COMMITTEE REPORTS- below is a list of committee reports.

A. Governance Committee – Nothing to report

B. Advocacy Committee - The Missouri Bleeding Disorders Coalition (MOBDC), will hold their annual in person stakeholder meeting on Wednesday, November 13 at 9:00 a.m. at the Drury Inn & Suites Forest Park. The focus will be on Skilled Nursing Facilities (SNF). So far 16 attendees.

- a. SNF's per diem reimbursement policies do not allow for separate billing for costly bleeding disorders treatments, most SNFs will not accept these patients. NHF's comment letter was attached.

C. Finance Committee – 2018 taxes will be filed after the treasurer's review and signature.

D. Fundraising Committee -

Trivia – 35 tables were sold, approximately 236 attendees. We raised \$18,876.59. Best year yet!

Tilles Park- Tille's Park would donate \$500 to GHA if we can provide a minimum of 6 volunteers to collect the entry fee to the Christmas light show on December 25, 5:15 – 9:15 p.m. There is interest in participating among a small group. Also Candy Cane Lane opportunity is pending for 2019.

Walk –the walk is May 2, 2020 at Forest Park. Last year we had over \$5,000 in matching funds. GHA was the walk chapter of 2018!

E. Programs Committee-

Carbondale Program – December 12 program and holiday party.

HFA Symposium – TBD if Board member interest in attending. HFA board member was open but Anne Parrott is willing to stay on.

Regional Women's Retreat – A regional women's retreat is scheduled for March 20-22 at Honey Creek Resort in southern Iowa. This retreat is between GHA, MHA, Iowa, and Nebraska, covering 5 states.

Helping Hands Update – GHA received 6 helping hands assistance requests and one dental assistance application, total \$2,121.35. GHA has also assisted with 8 Medic Alert applications.

NEW BUSINESS

ADJOURN Motion by Stephanie Bauman and 2nd by Ben Moramarco at 7:14 pm.