

**Moultonborough Visiting Nurse Service
Professional Advisory Board Meeting
(Board of Directors)
December 13, 2013**

Present: Virginia Forsberg, RN, Chair; Cindy LeMien, RN, Chair; Helen Abbott, Secretary; Barbara Sheppard; Alice Ellingwood; Dianne Davis; Ed Charest, Selectmen; Debra Peaslee, RN, Director.

Meeting Called to Order: 11:35 am

Minutes of 10/24/2013 approved as written.

Trust Report: Balance at last meeting 9/17/2013	\$32,247.23
Donations	815.00
Expenses	<u>3,240.45</u>
Balance	\$29,821.78

Breakdown of Expenses:

Holidays:	
Bootlegger's	\$1,414.86
Reimbursement for holiday shopping:	
Cindy LeMien	\$1,276.93
Barbara Sheppard	\$ 38.28
Radio Advertisement	\$216.00 x 2 = \$432.00
Reimburse Jeri King, RN for flashcards for wound care conference	\$ 78.17

Holidays: All present thanked GiGi, Cindy and Barbara for completing the holiday shopping, purchasing coats and warm clothes for families in our community. Discussion regarding how the holiday shopping will be managed next year 2014 since MVNS is closing. It was agreed by those present that somehow they want to ensure the shopping will be completed and utilize the VNS Trust to purchase items such as boots, jackets and other warm clothes for children. Debbie has already communicated with Ginny Welch at the Police Department regarding this. At this time unclear how this will be managed.

MVNS Trust: Amendments to the MVNS Trust reviewed by Board members with discussion. The Board of Selectmen will now be the ones to authorize expenditures due to the closure of MVNS at the end of 2013. Members signed the amended Trust.

Final Business: This is the final meeting of the Professional Advisory Board due to the closure of MVNS at the end of 2013. Debbie thanked all Board members for their support, dedication and commitment to MVNS.

Meeting Adjourned at 11:52 am

Respectfully submitted,

Debra Peaslee, RN

DRAFT