

The Auxiliary of University of Maryland Hospital, Inc.

22 SOUTH GREENE STREET
BALTIMORE, MARYLAND 21201

FALL MEETING

Welcoming New Members to The Auxiliary

- Date: Wednesday, November 15, 1978
- Time: 10:30 A.M.
- Place: The Atrium, Medical School Teaching Facility
Redwood and Pine Streets
- Agenda: Reports of interest
Election of Nominating Committee
- An Extra: The Crafts Group will have a display and sale of its
unique handiwork!
- Speaker: DR. JAMES J. LYNCH
Professor of Psychology
Scientific Director of the
Psychosomatic Clinics
University of Maryland School of Medicine
Author of The Broken Heart

"The Medical Consequences of Loneliness"
- Lunch: The Auxiliary invites you to a luncheon welcoming new
members. Reservations must be made by November 9th.
Please let us know if you will attend by writing or by
phoning 528-5600.
- Parking: Parking spaces will be reserved at the Parking Lot which
is entered on the North side of Baltimore Street between
Pine and Greene Streets. (Disregard "full" sign, as
places will be held for Auxilians.)

PARKING PERMIT FOR NOVEMBER 15, 1978
The Auxiliary of University of Maryland Hospital, Inc.

Fall Gen.
Meeting

11-15-78

The regular Fall General Meeting of The Auxiliary of University of Maryland Hospital, Inc. was held on Wednesday, November 15, 1978 at 10:40 A.M. in the Auditorium of the new Teaching Facility. The meeting was opened with a prayer by Mrs. John A. Heald.

The President welcomed to the Auxiliary all new members. The new members were the guests of the Auxiliary ~~at~~ the luncheon following the meeting.

The minutes of the previous meeting were read & approved as corrected.

The 2nd Vice. President introduced our honor members and encouraged everyone to become acquainted.

The Treasurer's report was read and filed for audit.

The Assistant Treasurer reported 130 active members and 26 associate members. Dues to date total \$910.00. There are 8 active and 3 associate members who have been dropped from the roll. One member has died; three members have resigned; three members have changed addresses. There are 3 even new members.

Mrs. Frederick Braun, Volunteer

11-15-79

Services Director, addressed the group and encouraged everyone to volunteer in the hospital.

The following standing committees reported.

A check for \$25,000.00 was presented to the Auxiliary on June 30, 1978 from the Gift Shop. Mrs. David Simpson thanked Mrs. Wm. Lynn and the Boutique Committee for the handmade items they have contributed to the Gift Shop.

Mrs. Granger Sutton reported that her workshop will meet on Wednesday December 13th at Mrs. Karl Weaver to complete the patient Christmas Tray Favors. Everyone is welcomed.

Mrs. Edw. W. Campbell, Jr. reported that the Third Annual Bargain Bazaar netted \$1541.00.

The committee for lobby and Waiting Rooms is organized and work is about to begin on painting & general refurbishing of these designated areas.

The Coloring Book Chairman, Mrs. Peter Goldblatt reported that the coloring book will be up graded and reprinted in the near future.

Mrs. Karl H. Weaver reported that

11-15-79 the Flea Market will be held in March.

Mrs. Wm. Johnston reported that Health Day will be held in the Spring.

New Business -

In accordance with our By-laws the nominating committee was appointed.

The following members will serve -

Mrs. Peter Rasmussen

Mrs. Aristides C. Alexizatos

Mrs. Karl H. Weaver

Mrs. Granger Sutton

Mrs. John Wiswell

Mrs. David Simpson

Mrs. Rasmussen will act as chairman to organize and convene the first meeting.

Mrs. Albin Q. Kuhn, Program

Chairman, introduced our speaker

Dr. James Hepach author and staff member of University Hospital.

The meeting was adjourned at 11:45 A.M. at the conclusion of Dr. Lynch's thought provoking and stimulating address.

Barbara L. Llewellyn

THE AUXILIARY OF THE UNIVERSITY
OF MARYLAND HOSPITAL, INC.
Treasurer's Report
November 15, 1978

Balance- October 18, 1978

\$26,670.34

Receipts

Dues	\$	375.00	
First Foto		248.00	
Interest		266.63	
History Books		15.00	
Ways and Means Reimbursement		413.00	
Bargain Bazaar	\$1,752.00		
	Less Expenses-	<u>211.00</u>	
			<u>\$ 1,541.00</u>

Total Receipts

\$ 2,858.63
\$29,528.97

Disbursements

Secretaries' Fund	\$	33.75	
Ways and Means		150.17	
Holiday Gifts		<u>84.80</u>	
<u>Total Disbursements</u>			<u>\$ 268.72</u>
<u>Balance</u>			<u>\$29,260.25</u>

Maryland National Bank
Provident Savings Bank
First National Bank

\$21,292.71
957.16
• 7,010.38
\$29,260.25

Respectfully Submitted

Kathryn M. Johnston, Treasurer

First Foto Committee Report

October 18, 1978

Specter Commission \$411.52

Coloring Book Report

I met with the nurse chairman, Katy Windham, and Child Life persons, Lynn Gordon, to discuss the use of the coloring book currently provided by the auxiliary. They definitely want the coloring book. If possible, they would like to have some minor revisions which they feel would make the book even more valuable to the children.

My recommendation to the Board is that we purchase a smaller number of the coloring books and establish a committee to study the feasibility of revision of the coloring book.

Anna Lee Goodblatt

THE AUXILIARY OF UNIVERSITY OF MARYLAND HOSPITAL WILL HOLD ITS
WINTER MEETING ON WEDNESDAY, FEBRUARY 21, 1979 AT 10:30 A.M. IN
THE ATRIUM, MEDICAL SCHOOL TEACHING FACILITY, LOCATED AT REDWOOD AND
PINE STREETS. THE GUEST SPEAKER, MR. LEONARD PRESS, ASSOCIATE PROFESSOR
AND DIRECTOR, CLINICAL SOCIAL WORK PROGRAM AT THE UNIVERSITY OF MARYLAND
SCHOOL OF SOCIAL WORK AND COMMUNITY PLANNING WILL SPEAK ON
HELPING THE FAMILY:SOME SOCIAL WORK PERSPECTIVES . A BUFFET LUNCH WILL BE
SERVED. MRS. LEONARD SCHERLIS IS PRESIDENT OF THE AUXILIARY.

*Article sent to Balts. newspapers, Glen Burnie
and Annapolis.*

The Auxiliary of University of Maryland Hospital, Inc.

22 SOUTH GREENE STREET
BALTIMORE, MARYLAND 21201

WINTER MEETING

Date: Wednesday, February 21, 1979

Time: 10:30 A.M.

Place: The Atrium
Medical School Teaching Facility
Redwood and Pine Streets

Speaker: Mr. Leonard Press
Associate Professor and Director, Clinical Social Work Program
University of Maryland School of Social Work and
Community Planning

HELPING THE FAMILY: SOME SOCIAL WORK PERSPECTIVES

Lunch: A buffet lunch will be served.
Please let us know by Monday, February 19, whether
you will attend.
Call 528-5600, or write.

Notice: The Auxiliary Flea Market will be held on Thursday, March 8.
Have you items in your home which you think would be better
somewhere else? Please --- bring along articles for the Flea
Market. We will be collecting at the meeting. Donations
are tax deductible.

Parking: Parking spaces will be reserved at the Parking Lot which is
entered on the north side of Baltimore Street between Pine
and Greene Streets. (Disregard "full" sign, as places
will be held for Auxilians.)

PARKING PERMIT FOR FEBRUARY 21, 1979

The Auxiliary of University of Maryland Hospital, Inc.

The Auxiliary of University of Maryland Hospital, Inc.

22 SOUTH GREENE STREET
BALTIMORE, MARYLAND 21201

ANNUAL MEETING

Date: Wednesday, May 16, 1979
Time: 10:30 A.M.
Place: The Atrium
Medical School Teaching Facility
Redwood and Pine Streets
Agenda: Annual Reports of Officers and Committee Chairmen
Budget for 1979-80
Election of Officers

Nominees Proposed by Nominating Committee:

President	Barbara Scherlis
1st Vice President	Nancy Kowalewski
2nd Vice President	Patty Campbell
Recording Secretary	Liz Simpson
Corresponding Secretary	Dee Alevizatos
Treasurer	Kathy Johnston
Assistant Treasurer	Nancy Weaver
Governors	Betty Robinson
	Libby Kuhn

Speaker: Don Spatz, WBAL Radio Commentator
Lunch: A buffet lunch will be served at nominal cost.
Please make reservations before Monday, May 14th.
Call 528-5600, or write.
Parking: Parking spaces will be reserved at the Parking Lot
which is entered on the north side of Baltimore Street
between Pine and Greene Streets. (Disregard "full"
sign, as places will be held for Auxilians.)

PARKING PERMIT FOR MAY 16, 1979

The Auxiliary of University of Maryland Hospital, Inc.

WOMAN'S AUXILIARY BOARD
UNIVERSITY OF MARYLAND HOSPITAL

GREENE AND REDWOOD STREETS
BALTIMORE, MARYLAND 21201

I approve the meeting
minutes of 5/16/79 except
that they are marked 5/16/78

I apologize for not getting
them to Mrs. Herald.

Barbara V. Sutton

5-16-78

The Annual Meeting of The Auxiliary of Annual University of Maryland Hospital, Inc. was held on Wednesday, May 16, 1979 in the Atrium of Meeting the new Teaching Facility at 10:40 A.M. The meeting was opened with a prayer by Mrs. John A. Heold, a past President of The Auxiliary.

The President welcomed all members and their guests.

The minutes of the previous meeting were approved by an appointed committee. Mrs. Granger Sutton and Mrs. John A Heold were appointed to approve the minutes of this meeting.

At this point The President introduced Mrs. Bruce Mae Fadden, Director of the Hospital who praised The Auxiliary for all its help ~~and~~ the past and for its continued ^{support} ~~help~~ in the future. Mr.

MacFadden also reviewed some of the current problems facing hospitals and particularly University Hospital in all the proposed Federal Controls on rising Hospital Costs.

The President read her annual report.

5-16-79

The Second Vice President, Mrs. Edw. W. Campbell, Jr. reported 13 new members.

The Treasurer's report was read and filed for audit.

The Assistant Treasurer reported 145 active and 29 associate members. Due to date total \$ 1015.00. Two members have died; six members have resigned; thirteen new members and nine members are being dropped from the rolls as of June 1.

Mrs. Frederick Brown, Volunteer Services, thanked everyone for their support.

The following committees reported - Gift Shop and Holiday Gifts.

The Finance Committee presented the proposed budget for 1979-80. After a brief explanation, it was moved that the proposed budget be adopted. The motion carried.

The President thanked all committee chairmen and especially Mrs. Wm. Johnston for her efforts on National Health Day.

The Nominating Committee presented the nominees for this year's officers.

President - Mrs. Leonard Scherlis
1st Vice Pres. Mrs. Edw. J. Kawalewski
2nd Vice Pres. Mrs. Edw. W. Campbell, Jr.

5-16-79

Recording Secretary - Mrs. David G. Simpson
Corresponding Secretary Mrs. Aristides C. Alevisatos
Treasurer - Mrs. Wm. H. Johnston
Assistant Treasurer - Mrs. Karl H. Weaver
Governors - Mrs. Harry M. Robinson
Mrs. Albin O. Kuhn

The slate was accepted by general consent.

Mrs. Albin O. Kuhn, Program Chairman
introduced the day's speaker - Don Spatz
WBAL Commentator -

Following the speaker the meeting
was adjourned at 11:55 A.M.

Sarah Alevisatos

The Auxiliary of University of Maryland Hospital, Inc.

Treasurer's Report for period ending MAY 16, 1979

BALANCE		APRIL 18, 1979		\$ 31,114.50		Budget		Balance of Budget	
RECEIPTS									
1	Dues	\$	2000						
2	First Foto		31996						
3	Interest		3595						
4	HEALTH DAY REG		3600						
5	MISC		250						
6	TOTAL RECEIPTS	\$	41441	\$	3152891				
DISBURSEMENTS									
9	President's Fund	\$	1048			\$ 100 00		8452	
10	Treasurer's Fund		3200			350 00		18300	
11	Asst. Treasurer's Fund					100 00		5750	
12	Secretaries' Fund					400 00		2805	
13	Addressograph		2632			200 00		2912	
14	Membership					500 00		15475	
15	M.A.H.A. Dues					30 00		500	
16	Ways and Means					1 000 00		98759	
19	Hospitality					200 00		17798	
20	Delegates to Meetings					600 00		45000	
21	Newsletter		6195			600 00		40316	
22	Education Committee		8295			700 00		21685	
23	Program					200 00		18270	
24	Holiday Gifts					300 00		10047	
25	Volunteer Awards Reception		40720			250 00		(18900)	
26	Continuing Projects								
27	Admitting Hospitality		7881			350 00		10715	
28	Library					250 00		17174	
29	Help for Physically Handi.					100 00		10000	
30	Social Services-Layettes					300 00		-0-	
31	Gift to Hospital					4 200 00		381506	
32	Auxiliary Awards					100 00		10000	
33	Social Services					400 00		-0-	
34	Volunteer Services		5312			800 00		35567	
35	Admitting Room Maintenance					1 000 00		73600	
36	TOTAL DISBURSEMENTS	\$	75283	\$	3077608				
BALANCE									
Balance consists of:									
7	FED								
7	Baltimore Savings and Loan			\$	2000000				
8	First National Bank-Savings				878327				
9	First National Bank-Checking				99732				
10	Provident Savings Bank				99549				
11				\$	3077608				
Respectfully Submitted									
Kathryn M. Johnston									

The Auxiliary of University of Maryland Hospital, Inc.

22 SOUTH GREENE STREET
BALTIMORE, MARYLAND 21201

FALL MEETING

- Date: Wednesday, November 14, 1979
- Time: 10:30 A.M.
- Place: The Terrace Lounge
Baltimore Student Union Building
621 West Lombard Street
- Agenda: Reports of Auxiliary activities

Election of the Nominating Committee

Report to Auxiliary members by
G. Bruce McFadden, Director of the Hospital

Presentation of new and original
Coloring Book
- Speaker: ELAINE STEIN
Radio-Television Personality

"Orchids and Onions to Performers"
- Lunch: A buffet lunch will be served
Please let us know by Monday, November 12,
whether you will attend.
R.S.V.P. by mail, or call 528-5600
- Extras: The Crafts Group will be presenting its unique
handiwork. This will be an opportunity to purchase
gifts.
- Parking: Parking spaces will be reserved at the Parking Lot which
is entered on the North side of Baltimore Street between
Pine and Greene Streets. (Disregard "full" sign, as
places will be held for the Auxiliary)

PARKING PERMIT FOR NOVEMBER 14, 1979
The Auxiliary of University of Maryland Hospital, Inc.

The general fall meeting of the Auxiliary of the University of Maryland Hospital, Inc. was held on Wednesday, November 14th, 1979 in the Student Union. Nineteen members were present.

The meeting opened with a prayer by Mrs. Kowalewski at 10:30 am.

Minutes of the spring general meeting were not read, having been approved by committee. A committee consisting of Mrs. Campbell and Mrs. Carter were appointed to approve the minutes of this meeting.

OFFICERS REPORTS

Membership: Mrs. Campbell reported three new active members and 8 associate.

Treasurers : The treasurer's report was read and filed for audit. It was also reported the the income tax form 990 for tax exempt status has been filed.

Gift Shop: Mrs. Scherlis reported that the Christmas sale in the Rotunda has been postponed from November 15th to Friday, November 16th.

Gift Cart: Mrs. Oliver reported on the popularity of the gift cart with the patients and stressed the need for more volunteers.

Holiday Gifts: Mrs. Sutton reported that a meeting was held Wednesday, November 7th and another will be held at Mrs. Weaver's house on December 12th. at 10 am.

SPECIAL COMMITTEE REPORTS

Program: Mrs. Anderson reported that a bus tour of Baltimore will be held Wednesday March 26th. The bus will leave from the Church of the Redeemer on Charles St. at approximately 9:30 am. The tour will cost about \$8.00 and \$2.00 for lunch. The bus will accomodate 41 people.

Bargain Bazaar: Mrs. Sutton reported a profit of \$1100 from this effort, and thanked all those who made the occasion a success.

BUSINESS: An election of the nominating committee was held: Those elected were: Mrs. Robinson, Connor, Sutton, Wiswell and Weaver.

Mrs. Scherlis announced that Mr. Bill Jews and Mr. Ed Hancock were leaving the hospital. The corresponding secretary was instructed to write to each expressing gratitude for the help given to the Auxiliary.

Presentation of coloring book: Mrs. Scherlis made a formal presentation of the coloring book to Mr. Bruce McFadden and Dr. Karl Weaver, Dept of Pediatrics. Dr. Weaver thanked the Auxiliary on behalf of the Dept. of Pediatrics. A special thanks to Mrs. Fisset for her efforts. Mr. McFadden spoke briefly about the accreditation of the hospital. Mrs. Brown of Volunteer Services spoke about the declining resources in hospitals and the need for more volunteers.

A vote of thanks was expressed to Mrs. Moriguchi, Hospitality Committee.

Mrs. Snyder introduced the guest speaker, Women's Editor Miss Elaine Stein of WBAL whose topic was "Orchids and Onions to Performers." The meeting was adjourned at 12:40 p.m.

Read and approved -

Martha E. Carter

Patience M. Campbell

E. Sawyer

Respectfully submitted,

Attendance

November 19, 1979

1. A. Anderson
2. J. Merlis
3. M. Carter
4. S. Caxon
5. L. Fiset
6. P. Westwell
7. P. Campbell
8. B. Scherlis
9. D. Morequechi
10. B. Sutton
11. B. Robinson
12. E. Simpson
13. M. Snyder
14. Claire Allen
15. N. Kowalewski
16. D. Young
17. C. Oliver
18. E. Connor
19. D. Alevisato

Assistant Treasurer

Nov 14, 1979

Active	124	\$ 620.00
Assoc.	<u>31</u>	\$ <u>310.00</u>
	155	\$ 930.00

New Members

✓ \$550 @ 1A-1c

1. Mrs. Sarah A. McCoy
2. Mrs. Joseph Whitley
3. Miss Anita J. King
4. Mrs. John W. Diacoris ✓
5. Mrs. John W. Warren ✓
6. Mrs. John L. Midkiff ✓
7. Mrs. James C. Allen ✓
8. Mrs. Ralph M. Scott ✓
9. Mrs. Walter Weintraub ✓
10. Mrs. J. Norton Bretman ✓
11. Mrs. Frank Over ✓

Dec. 1979

Total paid Members	170
	<u>2</u>
2 Honorary	172

1. Mrs. C. Earl Hill ✓
2. Mrs. Emilio Ramos ✓
3. Mrs. Frank M. Adair ✓
4. Mrs. Gould A. Andrews ✓
5. Mrs. Loren Mullins ✓

Jan.

1. Mrs. Paul D. Light ✓

The Auxiliary of University of Maryland Hospital, Inc.
Treasurer's Report for period ending NOV 14, 1979

BALANCE		OCT. 17, 1979		# 68,349.32		Budget		Receipts to Date or Balance of Budget	
RECEIPTS									
	Dues	\$	430.00						950.00
	First Foto		219.79						958.46
	Interest		17.48						1872.64
	BARGAIN BAZAAR	\$	1,471.57						
	LESS EXPENSES		290.08						
TOTAL RECEIPTS			2,138.84						
WAYS+MEANS REIMBURSE.			290.08						
			2,138.84	#	70,488.16				
DISBURSEMENTS									
	President's Fund					\$	100.00		100.00
	Treasurer's Fund						350.00		265.00
	Asst. Treasurer's Fund						100.00		2125
	Secretaries' Fund - BULK MAIL FEE		4000				300.00		26000
	Addressograph		52.41				250.00		189.87
	Membership						500.00		470.00
	M.A.H.A. Dues						25.00		(10.00)
	Ways and Means						1000.00		1000.00
	BARGAIN BAZAAR		10513						
	Hospitality						200.00		200.00
	Delegates to Meetings						300.00		165.00
	Newsletter						600.00		485.55
	Educational Committee						700.00		700.00
	Program		7500				200.00		12500
	Holiday Gifts		16518				300.00		13482
	Volunteer Awards Reception						500.00		500.00
	Continuing projects								
	Admitting Hospitality						350.00		27028
	Library						250.00		23289
	Gift to Hospital						9100.00		463999
	Social Services						600.00		-0-
	Volunteer Services						800.00		71382
	Project Maintenance						1000.00		1000.00
TOTAL DISBURSEMENTS		\$	43772						
BALANCE				#	70050.44				
Balance consists of:									
	Baltimore Federal Savings and Loan		42101.78						
	Renovation Fund								
	Baltimore Federal Savings and Loan		21258.36						
	First National Bank-Savings		3937.64						
	First National Bank- Checking		1768.96						
	Provident Savings Bank		983.70						
		\$	70050.44						

Respectfully Submitted

Kathryn M. Johnston

The Auxiliary of University of Maryland Hospital, Inc.
Treasurer's Report for period ending NOV 14, 1979

Prepared by	
Approved by	

BALANCE		1	2	3	4
<u>OCT. 17, 1979</u>			\$ 68,349.32		Receipts to
			42,101.78		Date or
			26,247.54	Budget	Balance
RECEIPTS					of Budget
Dues		\$ 430.00			95.00
First Foto		219.79			958.46
Interest		17.48			1872.64
BARGAIN BAZAAR	\$ 1,471.57				
LESS EXPENSES	290.08	1181.49			
TOTAL RECEIPTS	WAYS+MEANS REIMBURSE.	290.08			
		2138.84	\$ 7048.16		
DISBURSEMENTS					
President's Fund			\$ 100.00		100.00
Treasurer's Fund			350.00		265.00
Asst. Treasurer's Fund			100.00		212.5
Secretaries' Fund - BULK MAIL FEE		400.00	300.00		260.00
Addressograph		52.41	250.00		189.87
Membership			500.00		470.00
M.A.H.A. Dues			25.00		(100.00)
Ways and Means			1000.00		1000.00
BARGAIN BAZAAR		105.13			
Hospitality			200.00		200.00
Delegates to Meetings			300.00		165.00
Newsletter			600.00		485.55
Educational Committee			700.00		700.00
Program		75.00	200.00		125.00
Holiday Gifts		165.18	300.00		134.82
Volunteer Awards Reception			500.00		500.00
Continuing projects					
Admitting Hospitality			350.00		270.28
Library			250.00		232.89
Gift to Hospital			9100.00		4639.99
Social Services			600.00		-0-
Volunteer Services			800.00		713.82
Project Maintenance			1000.00		1000.00
TOTAL DISBURSEMENTS		\$ 437.72			
BALANCE			\$ 70050.44		

Balance consists of:

Baltimore Federal Savings and Loan
Renovation Fund

LESS EXPENSES 290.08

118149

TOTAL RECEIPTS WAYS+MEANS REIMBURSE.

29008

213884 \$ 7048816

DISBURSEMENTS

President's Fund

\$

100 00

10000

Treasurer's Fund

350 00

26500

Asst. Treasurer's Fund

100 00

2125

Secretaries' Fund-BULK MAIL FEE

4000

300 00

26000

Addressograph

5241

250 00

18987

Membership

500 00

47000

M.A.H.A. Dues

25 00

(1000)

Ways and Means

1000 00

100000

BARGAIN BAZAAR

10513

Hospitality

200 00

20000

Delegates to Meetings

300 00

16500

Newsletter

600 00

48555

Educational Committee

700 00

70000

Program

7500

200 00

12500

Holiday Gifts

16518

300 00

13482

Volunteer Awards Reception

500 00

50000

Continuing projects

Admitting Hospitality

350 00

27028

Library

250 00

23289

Gift to Hospital

9100 00

463999

Social Services

600 00

-0-

Volunteer Services

800 00

71382

Project Maintenance

1000 00

100000

TOTAL DISBURSEMENTS

\$ 43772

BALANCE

\$ 7005044

Balance consists of:

Baltimore Federal Savings and Loan
Renovation Fund

4210178

Baltimore Federal Savings and Loan

2125836

First National Bank-Savings

393764

First National Bank- Checking

176896

Provident Savings Bank

98370

\$ 7005044

4210178

2794866

Respectfully Submitted

Kathryn M. Johnston

GENERAL MEETING

May 5, 1982

The General Meeting of the Auxiliary of the University of Maryland Hospital, Inc. was held on Wednesday, May 5, 1982 in the Board Room. The meeting was called to order by Mrs. Edward J. Kowalewski, President, at 10:20. She led the members in a prayer for the new officers to be elected.

The minutes of the previous meeting were read, corrected, and approved.

OFFICERS' REPORTS

Mrs. William H. Johnston, Treasurer, read the Treasurer's report and it was filed for audit.

Mrs. Yu Chen Lee, Assistant Treasurer, reported that as of May 1, 1982 there were one hundred forty-one paid members for a total of one thousand four hundred and ten dollars plus contributions of seventy-five dollars.

COMMITTEE REPORTS:

Finance: Mrs. Aristides G. Alevizates presented the budget for 1982-83. It was approved.

Gift Shop: Mrs. Peter Rasmussen reported that due to lack of volunteers to work in the Gift Shop salary costs have increased. The current bookkeeping arrangements have not been satisfactory. Mrs. Elwood H. LaBrosse has volunteered to be the bookkeeper for the next year.

MAHA: Mrs. Peter Rasmussen reported that several members attended the annual MAHA meeting April 14. The speaker spoke on choices.

Volunteer Services: Nancy Kressin, Assistant Volunteer Director, read a letter from Nancy Brown, Volunteer Director, thanking the Auxiliary for all its help during the past year.

Nominating Committee: The nominating committee presented the nominees for this year's offices:

President

Barbara Sutton (Mrs. Granger G.)

1st Vice President

Nancy Weaver (Mrs. Karl H.)

2nd Vice president

Malak Dagher (Mrs. Fuad J.)

Recording Secretary

Lorraine Fiset (Mrs. Paul)

Corresponding Secretary

Betty Robinson (Mrs. Harry M. Jr.)

Treasurer

Kathy Johnston (Mrs. William H.)

Assistant Treasurer

Gretchen Lee (Mrs. Yu Chen)

Governors (to 1984)

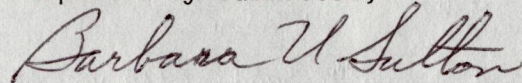
Ann Anderson (Mrs G.C.A.)

Priscilla Wiswell (Mrs. John G.)

There being no further nominations from the floor, the slate was accepted by general consent. The officers were installed by Mrs. Frank H. Figge.

The meeting was adjourned at 11.00.

Respectfully Submitted,



Barbara Sutton,
Recording Secretary

May 5, 1982 Annual Meeting

Barbara U Sutton

Kathy Johnston

J. Barbara Selders

Gree Merles

Anne Anderson

Pam Campbell

M. M. M. M. M.

Emma J. LaBrosse

Lucy Smith

Diane M. M. M.

Betty Robinson

Nancy Weaver

Glenn K. Lynn

Diane Connor

Dee Hewitson

Rosalie Yeates Figg

Nancy Kowalewski

The Auxiliary of
University of Maryland Hospital, Inc.

Budget 1982-1983

INCOME:

Cash on hand	\$1,585
Dues	1,350
Bond Interest	650
First Photo	<u>2,500</u>
	<u>\$6,085</u>

TOTAL:

\$6,085

INCOME:

Gift Shop	\$5,000
Benefit	<u>1,200</u>

TOTAL:

\$6,200

TOTAL:

\$12,285

OPERATING EXPENSES:

President	\$ 150
Treasurer	400
Asst. Treasurer	200
Secretaries, Corres. & Recording	300
Addressograph	250
Membership	250
MAHA Dues	35
Ways and Means	1,000
Hospitality	<u>300</u>
	<u>\$2,885</u>

EDUCATIONAL EXPENSES:

Delegates to Meetings	\$ 400
Newsletter	600
Program	<u>100</u>
	<u>\$1,100</u>

SERVICE COMMITTEES:

Holiday	400
Volunteer Awards Reception	1,200
Continuing Projects	
Admitting Hospitality	400
Library	<u>100</u>
	<u>\$2,100</u>

TOTAL:

\$6,085

GIFTS:

Hospital Projects	\$2,050
Director's Discretion- ary Fund	200
Social Services	1,200
Volunteer Services	1,200
Project Maintenance	1,300
Frances Arnold Nursing Award	<u>50</u>
	<u>\$6,200</u>

TOTAL:

\$6,200

TOTAL EXPENDITURES:

\$12,285

Joseph C. Quezadas
CHAIRMAN, FINANCE COMMITTEE

The Auxiliary of University of Maryland Hospital, Inc.

Treasurer's Report for period ending MAY 5, 1982

BALANCE		MARCH 17, 1982		# 109,523.09		Budget		Balance of Budget	
RECEIPTS									
1	Dues	#	6500						
2	First Foto		56476						
3	Interest		157028						
4	U.S BOND INT		32500						
5									
6	TOTAL RECEIPTS	#	252504	#	11204813				
7									
8	DISBURSEMENTS								
9	President's Fund					150 00			
10	Treasurer's Fund	#	2600			350 00	#	13900	
11	Asst. Treasurer's Fund		6378			200 00		8762	
12	Secretaries' Fund		3670			300 00		21278	
13	Addressograph					250 00		15540	
14	Membership					250 00			
15	MAHA Dues					35 00			
16	Ways and Means					100 0 00			
17									
18									
19	Hospitality					300 00			
20	Delegates to Meetings		3000			400 00		18000	
21	Newsletter		15450			600 00		13760	
22	Program					100 00			
23	Holiday					350 00		6675	
24	Volunteer Awards Reception		89125			1000 00		4775	
25	Continuing Projects								
26	Admitting Hospitality					450 00			
27	Library		3695			150 00		11305	
28	Hospital Projects							700265	
29	Director's Discretionary Fund					200 00		-0-	
30	Social Services					900 00		-0-	
31	Volunteer Services					1200.00		89547	
32	Project Maintenance		7500			1000 00		47500	
33	Frances Arnold Nursing Award					50 00			
34									
35	TOTAL DISBURSEMENTS		131418						
36									
37	BALANCE	#		#	11073395				
38									
39	Balance consists of:								
40	Balt. Fed. Sav.&Loan-Renovation								
41	Savings Certificate	#	3314952						
42	Savings Acct		946453						
43	Balt. Fed. Sav.&Loan-Certificate		6207051						
44	First National Bank-Savings		275138						
45	First National Bank-Checking		221218						
46	Provident Savings Bank-Memorial		108583						
47		#	11073395						
48									
49									
50									

Respectfully submitted

Kathryn M Johnston

A special meeting of the Auxiliary of the University of Maryland Hospital, Inc. was called to order at the home of Mrs. Aristides C. Alexizatos on Wednesday, June 23, 1982, at 2:47 p.m.

Sixteen members were present.

* The following proposals were introduced:

The bank accounts of the Auxiliary may be signed by one of the following four officers: President; Secretary; Treasurer, and Asst. Treasurer.

The Auxiliary adopt the agreement as presented by the First National Bank. (A copy of the agreement is attached to these minutes.)

The bank account of the University Hospital Gift Shop will be signed by one of the following persons: the Auxiliary Treasurer; the Gift Shop Chairman, & Co-Chairman.

All proposals passed.

There being no further business the meeting was adjourned at 2:56 p.m.

Respectfully submitted,
Aristides C. Alexizatos
(Mrs. Aristides C.)
Secretary Pro Tem

* The secretary of the Auxiliary not being in attendance Mrs. Aristides C. Alexizatos was appointed Secretary Pro Tem.

CORPORATE BANKING AND BORROWING RESOLUTIONS

Maryland Hospital, Inc.

I, the undersigned, Secretary of **The Auxiliary of the University of Maryland** (hereinafter called the Company), a corporation duly organized and existing under the laws of the State of **Maryland**, and having its principal place of business in **Baltimore, Maryland**, DO HEREBY CERTIFY that, at a meeting of the Board of Directors of said Company duly called and held on **June 23**, 19 **82**, a quorum being present, the following resolutions were duly adopted and have not been amended or modified and are not inconsistent with the Charter and By-Laws of the Company and are now in full force and effect.

RESOLVED, that The First National Bank of Maryland be and it hereby is designated as a depository for the funds of this Company.

RESOLVED, that funds of this Company deposited in said Bank (on the account designated **CHECKING #087-8151-9**) be subject to withdrawal by checks, drafts, notes, bills of exchange, acceptances, or orders or other instruments for the withdrawal of funds, when made, signed, drawn, accepted or endorsed on behalf of this Company by the following officers, to wit: (Give title only of officers authorized and indicate in what manner they are to sign the various instruments, via: singly, any two, jointly, etc.)

Any one of four - President, Recording Secretary, Treasurer, or

Assistant Treasurer

RESOLVED, that any such instruments and any instruments payable to or held by this Company, when drawn or endorsed as above provided, may be paid or cashed by the said Bank, or received by it for the credit of or in payment from the payee or any other holder, including any officer or agent of this Company, without limitation of amount and without inquiry as to the circumstances of their issue, or the disposition of the proceeds thereof, and whether drawn to the individual order of any officer or tendered in payment of his individual obligation.

RESOLVED, that endorsements on behalf of this Company on any and all commercial paper of any kind deposited by or on behalf of this Company with said Bank for credit or for collection or otherwise, may be made by any one of the foregoing officers or by rubber stamp endorsement without signature and any such deposit may be without endorsement.

RESOLVED, that the officers of this Company are hereby authorized and empowered to borrow money from said Bank on the notes of or endorsements of the Company, signed on its behalf by the following officers, namely: (Give title of officers and indicate whether they shall sign singly, jointly, or otherwise.)

RESOLVED, that the officers of this Company are hereby authorized and empowered to obtain on behalf of this Company from said Bank letters of credit in the form required by the said Bank and to bind this Company to the repayment of said Bank for every draft drawn thereunder, when such agreements are signed on behalf of this Company by the following officers, namely: (Give title of officers and indicate whether they shall sign singly, jointly, or otherwise.)

RESOLVED, that the officers of this Company are hereby authorized and empowered to pledge, and to grant a security interest in, any of the stocks, bonds, bills receivable, accounts receivable or any other security or property or assets of this Company and to grant or create liens thereon or on goods and the proceeds thereof (including bills of lading and insurance) under any engagements under any bill of lading, for the payment of money borrowed from said Bank on behalf of this Company or owing to said Bank by this Company, when signed on behalf of this Company by the following officers, namely: (Give title of officers and indicate whether they shall sign singly, jointly, or otherwise.)

RESOLVED, that all authority contained in and given by the foregoing resolutions shall be and continue in full force and effect until revoked by a proper resolution of the Board of Directors of this Company and until written notice of such resolution is actually received by said Bank.

RESOLVED, that the Secretary of this Company be and he is hereby directed to deliver to said Bank a copy of these resolutions and the names and signatures of the officer or officers authorized to sign or countersign for this Company, certified under his hand and the seal of the Company.

I FURTHER CERTIFY that the following persons are the officers of said Company in whom authority is now vested by the foregoing resolutions:

(Name)	(Title)	(Name)	(Title)
<u>Barbara U. Sutton</u>		<u>Barbara U. Sutton</u>	
<u>Lorraine G. Fiset</u>		<u>Lorraine G. Fiset</u>	
<u>Kathryn M. Johnston</u>		<u>Kathryn M. Johnston</u>	
<u>Gretchen Lee</u>		<u>Gretchen Lee</u>	

WITNESS my hand and the seal of said Company this

(Corporate Seal)

25th day of June, 19 82
Lorraine G. Fiset
 Secretary of the Company
Grace I. Murlis
 Other Officer
Governer
 Title

*(NOTE: In case the Secretary or other recording officer is authorized to sign checks, notes, etc., by the above resolution, this certificate must also be signed by a second officer of the Company, preferably one not so authorized.)

Attendance

6.23.82

Oce Flexizato.

Nancy Weaver

Eleanor Connor

Nancy Brown

Edwin Herold

Elaine K. Lynn

Betty Robinson

Barbara U. Sutton

Ann Anderson

Kace Marlin

Evelyn Spicer

Boudan K. Schuler

Edith Lee

Emma Labrosse

Lucy Smith

Kathy Johnston

*The Auxiliary of
University of Maryland
Hospital, Inc.*



March 24, 1983

The Annual Meeting will be held May 11 at 10:00 a.m. in Chemistry Hall in Davidge Hall. There will be a talk and slide show about Davidge Hall at 11:00 a.m. for about 20 minutes and then a tour of the building.

We urge all members to attend for a summary of this year's activities, to give us your ideas and support for next year's activities, elect new officers and for a pleasant visit and tour of Davidge Hall.

There will be a light luncheon served for those who RSVP by May 9, 1983.

The May 11, 1983 minutes were lost in the mail

Barbara Sutton

	Initials	Date
Prepared by		
Approved by		

The Auxiliary of University of Maryland Hospital, Inc.

Treasurer's Report for period ending MAY 11, 1983

	1	2	3	4
BALANCE	<u>MARCH 16, 1983</u>	\$ 123,406.05		
			Budget	Balance of
RECEIPTS				Budget
1	Dues	\$ 5000		
2	First Foto	77655		
3	Interest	144308		
4	<u>BARGAIN BAZAAR</u>	500		
5				
6	TOTAL RECEIPTS	\$ 227463	\$ 125680.68	
7				
8	DISBURSEMENTS			
9	President's Fund		150 00	6276
10	Treasurer's Fund	\$ 2700	400 00	13025
11	Asst. Treasurer's Fund	2000	200 00	18000
12	Secretaries' Fund	6500	300 00	20000
13	Addressograph		250 00	
14	Membership		250 00	
15	MAHA Dues	3500	35 00	(7000)
16	Ways and Means		1 000 00	
17				
18				
19	Hospitality		300 00	28000
20	Delegates to Meetings	1000	400 00	23210
21	Newsletter	19350	600 00	28150
22	Program		10 000	
23	Holiday		400 00	12053
24	Volunteer Awards Reception	122991	1 20 000	(2991)
25	Continuing Projects			
26	Admitting Hospitality		4 00 00	
27	Library	1095	1 00 00	4009
28	Hospital Projects	48000		
29	Director's Discretionary Fund		20000	-0-
30	Social Services		120000	-0-
31	Volunteer Services		120000	11259
32	Project Maintenance	18900	150000	59700
33	Frances Arnold Nursing Award	5000	5000	-0-
34				
35	TOTAL DISBURSEMENTS	\$ 231036	\$ 123370.32	
36				
37	BALANCE			
38				
39	Balance consists of:			
40	Balt. Fed. Sav.&Loan-Renovation			
41	Savings Certificate	\$ 3314952		
42	Savings Acct	1200623		
43	Balt. Fed. Sav.&Loan-Certificate	6433564		
44	First National Bank-Savings	1103643		
45	First National Bank-Checking	169059		
46	Provident Savings Bank-Memorial	115191		
47		\$ 12337032		
48				
49				
50				

Respectfully submitted

Kathryn M Johnston

Assistant Treasurer

May 11, 1983

135 Members

\$ 1,350.00

Donation

60.00

Total \$ 1,410.00

Resignation 1982 - 1983

10 Members

New Members 3

*The Auxiliary of
University of Maryland
Hospital, Inc.*



MINUTES

AUXILIARY OF THE UNIVERSITY OF MARYLAND HOSPITAL, INC.

February, 1984

The regular meeting of the Auxiliary of the University of Maryland Hospital, Inc. was called to order by the President, Mrs. Granger G. Sutton, at 10:21, February 15, 1984 in the board room of the University of Maryland Hospital. The meeting was opened with the Lord's Prayer.

The minutes of the previous meeting were read and approved.

The Treasurer's report was read, and Mrs. William Johnston, Treasurer, reported expenses of \$18,235.78. Income was \$4,568 leaving a balance of \$108,347.44.

Mrs. Y. U. Lee, Assistant Treasurer reported a roster of 123 members with a balance of \$1,230.00. Donations total \$105.00

Mrs. Sutton cited letters of appreciation from:

1. Dr. Michael Berman, Acting Chairman of the Department of Pediatrics, for completion of the Pediatric I.C.U. waiting room.
2. Chris Hottle, Department of Social Work, for monies made available for a crisis fund.
3. Charlotte Beard, Secretary, Volunteer Office, for a Christmas gift.
4. Nancy Brown, Director of Volunteer Services, for Christmas baskets distributed to patients.

The Corresponding secretary, Mrs. Marry M. Robinson, Jr. reported writing a letter of sympathy to Mrs. John Young on the death of her mother.

Mrs. T. Albert Farmer, Gift Shop Chairman, reported the purchase of a new cash register. The net profit of the gift shop to date is 34,000.00. The shop has acquired 100 square feet of space to enlarge their area. On Valentines' Day the shop sold \$2,300.00 worth of merchandise, plus \$300.00 income from carnations sold in the lobby that day and the day before.

Miss Diane Moriguchi, Hospitality Chairman, reported the Volunteer Luncheon will be held April 12, 1984. The location of the luncheon is being decided.

A motion was made and passed to allow the Nurse Supervisor of the

22 South Greene Street, Baltimore, Maryland 21201

*The Auxiliary of
University of Maryland
Hospital, Inc.*



the Family Centered Care to research the buying of 2 rocking chairs for their area. The cost of the purchase of these chairs is to be supervised by Mrs. Sutton.

Mrs. Kathryn V. Hall from the same day SuriCenter gave a presentation outlining their expected needs for a refurbished area. When it is determined the extent of cost the hospital will provide, the Auxiliary will discuss helping in that area.

The meeting was adjourned at 12:01.

Respectfully submitted,

Nancy C. Weaver

Nancy C. Weaver
Secretary, Pro Tem

Attendance

Feb 15, 1984

Nancy Weaver

Betty Robinson

Nancy K. Brown

Evelyn Herold

Nancy Farmer

MARDELL MANNING

Diane Murguchi

Gretchen Lee

Ann Fraser

Kathy Johnston

The Auxiliary of University of Maryland Hospital, Inc.

Treasurer's Report for period ending **FEB 15, 1984**

	1	2	3	4
BALANCE NOV 16, 1983		\$ 122,007.54		
RECEIPTS			BUDGET	BUDGET BALANCE
1 Dues	\$ 15000			
2 First Foto	76547			
3 Interest	267549			
4 U.S. SAV BOND	42500			
5 REIMBURSEMENT FOR T.V.	38972			
6 BARGAIN BAZAAR	7000			
7 DONATION	10000			
8 TOTAL RECEIPTS	\$ 457568			
9		\$ 126583.22		
10 DISBURSEMENTS				
11 President's Fund	5000		15000	8000
12 Treasurer's Fund			35000	13500
13 Asst Treasurer's Fund			20000	16000
14 Secretaries' Fund	2000		30000	3000
15 Addressograph	2600		25000	22400
16 Membership			25000	20400
17 MAHA Dues			3500	
18 Ways and Means			100000	
19				
20				
21 Hospitality	5466		30000	24534
22 Delegates to Meeting			40000	29280
23 Newsletter			60000	40400
24 Program			10000	
25 Holiday Gifts	24998		40000	15002
26 Volunteer Awards Reception			150000	
27 New Fund Raising Projects			25000	
28 Library			10000	8500
29 Hospital Projects	1705393			2263112
30 Director's Discretionary Fund			20000	-0-
31 Social Service			250000	125000
32 Volunteer Services	40746		180000	137629
33 Project Maintenance	21375		150000	75375
34 Frances Arnold Nursing Award			5000	
35 DONATION TO VOLUNTEER SERV	10000			
36 TOTAL DISBURSEMENTS	\$ 1823578			
37 BALANCE		\$ 10834744		

Balance consists of:

Balt. Fed. S & L Certific. Renovat.	\$ 3314952
" " " " Sav. Acct. "	27099
Balt. Fed. S & L Certificate	6892126
First National Bank-Savings	389319
First National Bank-Checking	95790
Provident Savings Bank-Memorial	115458
	\$ 10834744

Respectfully submitted

Kathryn M Johnston

also, Treasurers Report

Jan. 1984

3 Members paid in Jan.

\$ 30.⁰⁰

Total Members 120 pd

Sept. \$ 710.⁰⁰

Oct. \$ 340.⁰⁰

Dec. \$ 120.⁰⁰

Jan. 1984 \$ 30.⁰⁰

Total \$ 1,200.⁰⁰

Donation \$ 95.⁰⁰

+ 95.⁰⁰
\$ 1,295.00

Ass. Treasure Report

Feb. 11, 1984

3 Members pd. in Feb.

\$ 30.00

Donation \$ 10.00

Total Member 123 pd

Sept. \$ 710.00

Oct. \$ 340.00

Dec. \$ 120.00

Jan. 1984 \$ 30.00

Feb. \$ 30.00

Total \$ 1,230.00

Donation + 105.00

\$ 1,335.00



UNIVERSITY OF MARYLAND
SCHOOL OF MEDICINE
DEPARTMENT OF PEDIATRICS
BALTIMORE, MARYLAND 21201
February 8, 1984

Mrs. Barbara Sutton
President
The Hospital Auxiliary
University of Maryland Hospital

Dear Mrs. Sutton:

On behalf of the entire Department of Pediatrics, our patients and their families, may I express our appreciation to all of you for the gift of a Parents Waiting Room for the Pediatric Intensive Care Unit. Having a comfortable, convenient area for parents to wait, to meet with their child's physician and in crisis situations, to sleep, has been an immeasurable asset to our program. The sense of hospitality, concern and compassion such facilities communicate to families enhances the image of the hospital and the department.

We thank you for your time and efforts in raising the money to finance this project, your interest in children for sponsoring it and for your continuing commitment to the hospital's goal of providing quality care to every patient.

Sincerely,

Michael A. Berman, M.D.
Professor and Acting Chairman
Department of Pediatrics



University of Maryland Hospital
Volunteer Services
22 S. Greene Street
Baltimore, Maryland 21201
301-528-5600

January 18, 1984

Auxiliary of University of Maryland Hospital, Inc.
22 South Greene Street
Baltimore, Maryland 21201

Dear Friends,

What a delightful holiday season we have had - thanks to so many caring people.

The baskets as usual were lovely - fresh, clever and made with love. The patients were delighted as well as the Volunteers who had the opportunity to deliver them. As I took groups throughout the hospital to sing it was great to see them in a prominent place in each room. The Psychiatric Institute called to be sure we had enough for the patients also and we were pleased to be able to say yes.

With all the many personal projects each of you had during this busy season it was especially nice that you took time to be sure they were available.

The Hospital again looked festive with the Christmas bows and garlands in the lobby and 1st floor hallways.

On behalf of all of us at University Maryland Medical Systems, thanks for your continued caring and support.

Sincerely,

Nancy R. Brown, Director
Volunteer Services Department

NRB/cb



University of Maryland Medical System

University of Maryland Hospital

January 12, 1984

Mrs. Barbara Sutton
University of Maryland Auxillary
UMH

Dear Mrs. Sutton:

I know that the Auxillary occasionally funds patient area improvements and especially would like to thank the Auxillary for having furnished areas such as the 10 South visitors lounge. Should any additional monies become available perhaps the Auxillary would consider assisting with improvements to the 8 East Same Day Surgi-Center. I would really like to see the area upgraded and made into the distinctive center that it was originally conceptualized to be. I am in the process of planning the addition of carpeting, prominent signage, development of a visitor waiting area that would subsequently allow the addition of two more patient beds and a treatment room, and a less austere - more conference like - patient reception area.

Although these plans may sound elaborate - they are also very necessary to the viability of the Surgi-Center. Should the Auxillary find itself in a position to explore additional fundable projects I would be pleased to provide additional information.

In any event, thank you for your assistance and support to date.

Sincerely,

Mary Etta Mills

Mary Etta Mills, R.N., Sc.D.
Associate Director for Nursing Services

ef 5/83

MEM:mhg

cc: Kathryn Hall

~~4/1/84~~



UNIVERSITY OF MARYLAND HOSPITAL

UNIVERSITY OF MARYLAND
22 SOUTH GREENE ST.
BALTIMORE, MARYLAND 21201

February 15, 1984

MEMORANDUM

TO: Mrs. Barbara Sutton, President
The Hospital Auxiliary Board

FROM: Kathryn V. Hall, R.N., M.S.N.
Director, Division of Surgical Nursing

RE: Request for Auxiliary Assistance with the Same Day
SurgiCenter Project

The attached information provides an overview of the Same Day SurgiCenter, a description of the physical plant and proposed changes, as well as a list of the areas for which auxiliary support are being sought. This preliminary information is meant to familiarize you with the center and our plans for its growth.

Thank you for your time in letting me present this project to you. If there should be any questions regarding any part of this material or my presentation, please feel free to contact me at extension 5920.

crg

cc: Dr. Mary Etta Mills

Same Day SurgiCenter

OVERVIEW

The Same Day SurgiCenter opened in January 1983, to serve as a center for patients requiring surgery that could be done as an outpatient. The center has serviced over 900 adult and pediatric patients in its first year of operation. (Copies of the Patient and Physician Information Booklets are attached for your reference).

The SurgiCenter is located on 8 East in the space where Family Practice in-patients were once housed. No modifications in the physical layout of the area or its decor were made when the Surgery Center opened, therefore the 6 bed unit currently has the general appearance of any standard in-patient unit, yet its function and philosophy are very different.

This center is designed for healthy patients, who require a surgical procedure, but not overnight hospital care. It is important therefore that the unit where these patients come reflect a "well" and not a sick environment. It is in the effort of attaining this goal that assistance is being sought from the auxiliary.

CURRENT PHYSICAL LAYOUT/PROPOSED CHANGES

The diagram of the current physical layout (Attachment I) and the proposed changes (Attachment II) reflect several modifications consistent with making the space on 8 East a self contained, distinctive SurgiCenter that would attract not only our own surgical staff but private physicians from around our area. It is our plan to use color, art and plants in conjunction with the physical changes to make the SurgiCenter a warm inviting place for our patients.

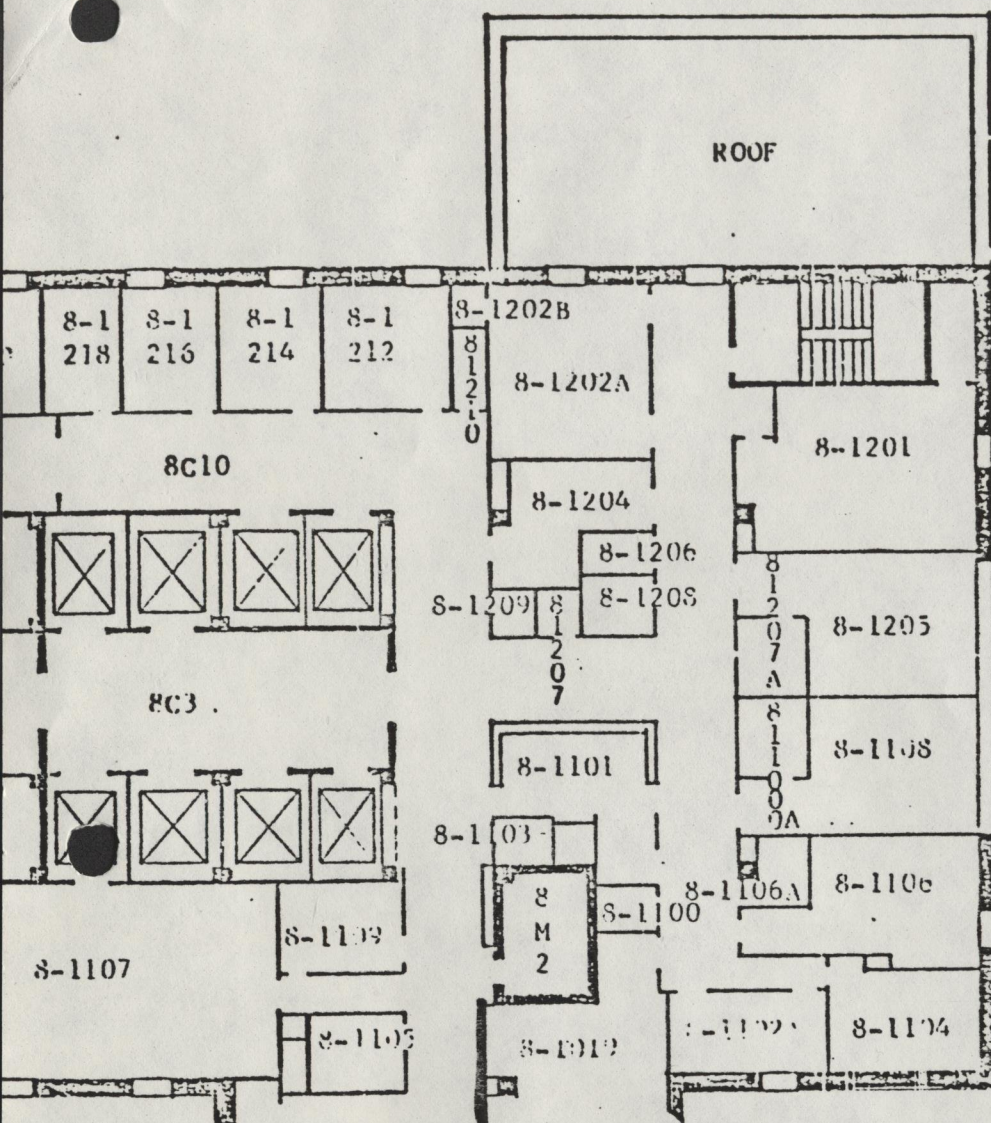
AREAS OF NEEDED AUXILIARY ASSISTANCE

1. Acquisition of colored paint for the centers walls.
2. A distinctive sign for the area (similar to that in the admissions area).

SAME DAY SURGICENTER

3. Acquisition of art work for patient rooms, waiting area and corridors.
4. Acquisition of carpet for center.
5. Coordinated drapery for windows and patient cubicles.

BUILDING INVENTORY	NO. 83
FLOOR 22 OF	100



EIGHTH FLOOR PLAN

NORTH HOSPITAL BUILDING SPACE DIAGRAM

UNIVERSITY OF MARYLAND
PHYSICAL PLANT DEPARTMENT
BALTIMORE, MARYLAND

FLOOR	AREA	TOTAL GROSS AREA
8	552,007	552,007
TOTAL	552,007	552,007
JAN. 1975		

ATTACHMENT I

The Auxiliary of University of Maryland Hospital, Inc.
Minutes of the meeting, April 15, 1987

The meeting was called to order at 10:15 by the President, Barbara Sutton. A prayer was read by Pat Brandt. Ten members were present; Barbara Sutton, Nancy Farmer, Nancy Brown, Ann Fraser, Martha Carter, Betty Robinson, Pat Brandt, Mardell Manning, Gretchen Lee, and Jackie Johnson.

As the Secretary and Treasurer were not present, their reports were not read. The Assistant Treasurer reported no change in membership at this time.

The President reported on attending the MAHA meetings; Region 1 meeting in March and the Annual Meeting in April. Pat Brandt, Lorraine Gray, and Mardell Manning also attended the Annual Meeting. Our 100th anniversary was noted at this meeting.

The Centennial Committee reported that the invitations for the Volunteer Luncheon and the Centennial celebration have been printed and addressed. Ann Fraser, Barbara Sutton, Grace Merlis, Mardell Manning, and Pat Brandt have worked on this project.

The Finance Committee turned in the Budget. The First Foto Committee's report was read by Mardell Manning. Barbara Sutton reported that she and Grace Merlis each had written up 8 years of our history. The members present were asked to help with proof-reading the history.

The Holiday Gifts Committee report was turned in. The Nominating Committee reported that the ~~state~~ of offices list will be mailed to members on May first.

Barbara Sutton reported that the Lobby refurnishings has been completed with the exception of 2 file drawers, and they will be replaced soon. The total cost was \$3,800. We received a 5% discount for immediate payment.

It was ^{decided} ~~divided~~ to ask Mrs. Blair to install our ^{new} ~~men~~ officers at the Annual Meeting in May.

A motion was made and seconded to thank Dr. Morton Rapoport for providing the Board Room, refreshments, and lunches for our meetings.

The Corresponding Secretary was instructed to write a letter of thanks to Mr. Wil Gohlinghorst of Ridge Business Forms for graciously ^{contributing} ~~printing~~ of the invitations for the Volunteer luncheon and the Centennial celebration.

A motion was made and seconded to disburse the yearly allocation to the Volunteer Services Department in two payments; one half in July, and the other in January.

The meeting was adjourned at 11:00.

(minutes taken by Jackie Johnson)

THE AUXILIARY OF UNIVERSITY OF MARYLAND HOSPITAL, INC.

AGENDA

April 15, 1987

Call to Order

Opening Prayer

Minutes

Treasurer's Report

Assistant Treasurer's Report

Officers' Reports

President

MAHA Meetings

Region 1 March 30 Maryland General

Annual Meeting April 7 Hyatt Regency

First Vice-President

Second Vice-President

Corresponding Secretary

Committee Reports

Annual Award

Arts and Crafts

Bargain Bazaar

Centennial Committee

Finance

First Foto

Gift Shop

Historian

Holiday Gifts

Hospitality

Nominating Committee

Plant Maintenance

Old Business

Lobby Refurbishing finished except drawers

New Business

Folding Tables for Environmental Services

Installation of officers

Honorary Members Mrs. Stone

Jackie Johnson

Financial Report Good

Jane

REGION I MAHA MEETING

MARCH 30, 1987

Marjorie P. Disney, President of The Maryland General Hospital Auxiliary, called the meeting to order at 12:00 noon with six (6) Auxiliaries represented:

South Baltimore General
John L. Deaton Hospital & Medical Center
Church Hospital
Mercy Hospital
University Hospital
Maryland General Hospital

Pres. Disney introduced Elizabeth Heilbachman, Region I Chairperson, who welcomed everyone attending and thanked Pres. Disney for making the arrangements for this meeting. She stated that Mr. Robert Haussmann, MGH Vice President of Marketing, would be our speaker and that Anne Blair, President of MAHA, had honored us by attending today.

Pres. Disney, on behalf of The MGH Auxiliary, welcomed everyone and invited them to visit our shops and facilities.

Mr. Charles Lampman, Treasurer of The MGH Auxiliary, was called upon to give the invocation.

As lunch was held up due to Maryland General honoring the doctors at a luncheon celebration of "Doctor's Day", Pres. Disney called upon MAHA President Anne Blair who gave us the history and structure of hospital associations and asked that all hospitals have a good representation at the following meetings:

Health Care Day - July 22nd
President's Council - end of September
Fall Seminar - October 26, 27 & 28
Ramada Inn, Annapolis, MD.

Notices of all meetings will be sent in plenty of time for everyone to make plans to attend.

Following luncheon, Pres. Disney introduced Mr. Haussmann, who spoke on "The Role of Hospital Marketing", what it is and how we go about it. All needs of the hospital and the community are considered.

1. Patient Marketing - where do they come from; were their needs met; why they chose the hospital, etc. Read all letters received so the hospital may know the patients' feelings about their stay in the hospital. It is what the hospital does that earns it a good reputation,

(over)

2. What we do to get people to select our hospital doctors - we have a physician referral program and we do all we can to get publicity for our hospital and physicians. We do all we can to attract excellent physicians and, as you know, today is 'Doctors Day' and MGH is celebrating at a luncheon for them.
3. Community Marketing - by developing close relationships with the community, volunteers, doctors and nurses. We do all possible with business and industry relative to what we can do for them.
4. Doner Marketing - we do all possible to increase emotional support for both doners and their families.

Competition of hospitals makes marketing efforts necessary.

On Corporate Development - hospitals have had to develop other corporations which do not require a 'Certificate of Need' to augment revenues which may be used in an unrestricted manner.

On HMO's - business feels it is a way to maintain hospital costs but when you join you give up your freedom of choice

Mr. Haussman stated that publicity in large communities was very hard to get, citing the publicity that was given the story of Jackie Cole, a former patient at MGH, who wasn't expected to recover but did. The story was told on television and in newspapers nationally, but not once was Maryland General Hospital, Baltimore, Maryland, ever mentioned.

Mr. Haussmann assured everyone that there are no future plans for Maryland General Hospital to move out of the city.

Pres. Disney thanked Mr. Haussmann for his informative talk on the 'hows' and 'whys' of hospital marketing.

The meeting adjourned at 1:45 p.m.

Virginia K. Seddon
Virginia K. Seddon
MGH Aux. Recording Secretary

Program

9:30 a.m. REGISTRATION and COFFEE

10:00 a.m. BUSINESS MEETING

ELECTION OF NOMINATING COMMITTEE

10:15 a.m.

PROGRAM
"DETOXIFICATION ISSUES & EXPERIENCES"

SPEAKER

Mr. Joseph Lemmon, L.C.S.W., C.A.C.
*Administrative Director of Chemical Dependence
Greater Baltimore Medical Center
Towson, Maryland 21204*

11:45 a.m.

COMMEMORATIVE CEREMONY
M.A.H.A. — 35th BIRTHDAY
RECOGNITION OF PAST PRESIDENTS
SPEAKER

Mr. Richard J. Davidson
President, Maryland Hospital Association
Mr. Richard H. Wade
*Vice President Communications, Maryland
Hospital Association*

12:15 p.m. CASH BAR AND LUNCHEON

1:30 p.m. PRESIDENT'S ANNUAL REPORT

Mrs. William F. Blair

ANNOUNCEMENTS

ADJOURNMENT

THE MARYLAND ASSOCIATION OF HOSPITAL AUXILIARIES BOARD OF DIRECTORS

OFFICERS:

President Mrs. William F. Blair, Saint Joseph Hospital
President Elect Mrs. Albert A. Smith, Anne Arundel General Hospital
Vice President Mrs. William F. Peroutka, Saint Joseph Hospital
Recording Secretary Mrs. William R. McDorman, Church Hospital
Corresponding Sec. Mrs. Frank Willson, Jr., Montgomery General Hospital
Treasurer Mrs. Edward E. Ahnell, Suburban Hospital

COMMITTEE CHAIRMEN:

Budget Mrs. Edward E. Ahnell, Suburban Hospital
Canteen Mrs. William Plaine, Anne Arundel General Hospital
Challenge Mr. & Mrs. Walter Sadler, Greater Laurel Beltsville
Fund Raising Mrs. Lillian M. Miller, Stella Mairs
Gift Shop Mrs. James Graham, Montgomery General Hospital
Health Careers Mrs. John Littleton, Franklin Square Hospital
Historian Mrs. Helen Cann Janne, Liberty Medical Center
Leadership Mrs. Albert A. Smith, Anne Arundel General Hospital
Legislation Mrs. Manuel W. Rosen, Anne Arundel General Hospital
MAHA Roster Mrs. Frank Willson, Jr., Montgomery General Hospital
Meetings & Arrangements

Membership Mrs. William F. Blair, Saint Joseph Hospital
News Letter Mrs. Thomas H. Everett, Jr., Greater Balto Med. C
Nominating Mrs. Warner M. Richter, Harford Memorial Hospital
Parliamentarian Mrs. David Williams, Union Hospital of Cecil Coun
Publicity Mrs. Sanford Kotzen, Franklin Square Hospital
Thrift Shop Mrs. Thaddeus J. Dobry, Greter Baltimore Medical
Regional Chairmen Mrs. H. Evans Smith, Jr. Sheppard & Enoch Pratt

Mrs. William F. Blair, Saint Joseph Hospital
Mrs. George J. Huebschman, Jr., Mercy Hospital
Mrs. Raphael C. Myers, Jr., St. Agnes Hospital
Mrs. Charles J. Kelley, Springfield Hospital Cen
Mrs. Thaddeus J. Dobry, Greater Baltimore Me
Mrs. Raymond J. Curren, Dorchester General
Hospital
VI Mrs. Donald Kellner, Greater Laurel-Beltsville H
VII Mrs. Edward Moskel, Shady Grove Adventist
VIII Mrs. Henry Maier, Sacred Heart Hospital
International Visitors, Inc. for Medical Personnel
Mrs. Andrew N. Hoffman, Jr., Rosewood Center
Council of Auxiliaries, Department of Health and Mental Hygiene
Mrs. John Hanks, Rosewood Center



University of Maryland Hospital
Volunteer Services
22 South Greene Street
Baltimore, Maryland 21201
(301) 528-5600

April 8, 1987

Barbara Sutton
President of Auxiliary
UMMS

I have two requests that I would like you to consider regarding the budget which the Auxiliary provides for the Volunteer Department. This very generous budget has enabled us to buy craft items which are made into gifts for patients, balloons, lovely flowers for the Volunteer Luncheon, tokens for a volunteer in the Gift Shop, Awards for Volunteers, Christmas decorations for lobbies and hallways, a VCR, special treats for Volunteers throughout the year and all those things that make this a comfortable place that cannot be included in our Hospital Budget. It has enabled us to do some very special things for both the patients and Volunteers.

This year I hope not to spend all of the monies allocated and to add to some monies from next year's budget in order to purchase a video camera. Many of the tours and lectures we provide for students are so excellent that we would like to tape them and then share them with the groups and especially the Adult Volunteers. Those cameras are becoming easier to operate and less costly, so we would like to be able to watch the market and purchase one reasonably, but we need to save the funds and have them on hand when the "Price is Right". Previously monies from our budget not spent from each year are monies lost to us.

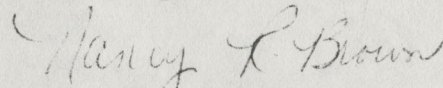
My second request is to have the treasurer of the Auxiliary of the University of Maryland Medical Hospital, Inc. at the beginning of the fiscal year in July to present a check for one half of the amount of our allocation and again on January 1st for the rest to be allocated to the Volunteer Department. I will put these funds in a special checking account. This is the way the Auxiliary handles the Social Service Budget. I feel this will help the treasurer and I know it will be more efficient for me. At the present time I pay cash, charge, or write a check for items and then send the receipts to the treasurer for reimbursement. At times I have a volunteer purchase crafts and I reimburse them, and then the Auxiliary reimburses me. Often for some reason they do not have a correct receipt and I have to bear that cost. It would be so much more efficient if I could write

Page 2
April 8, 1987
Babara Sutton

a check immediately from this account. I would have more accurate records and it would save the Treasurer from unnecessary paperwork. Each year I would submit a total accounting to the Treasurer of how monies were spent.

Again the Auxiliary has been so very generous and helpful to this Department and I thank you and hope this new arrangement can be agreed upon. If you have any concerns or questions please contact me.

Sincerely,



Nancy R. Brown
Director
Volunteer Service Department

NRB/jfj

cc: Lorraine Fiset,
Treasurer

ANNUAL MEETING -- MAY 13, 1987

CENTENNIAL

Auxiliary of the University of Maryland Hospital, Inc.

The annual meeting of the Auxiliary of the University of Maryland Hospital, Inc. was held in Davidge Hall following a festive Centennial Celebration program and luncheon on May 13, 1987. Mrs. Granger G. Sutton, President, called the 100th annual meeting to order at 1:50 p.m. The minutes of the previous annual meeting, May 9, 1986 were read and approved.

Mrs. Paul Fiset, Treasurer, reported that our current balance is \$183,779.30. She reminded the Board to submit any bills before the end of June.

Mrs. Yu Chen Lee, Assistant Treasurer, reported that the Auxiliary has 150 members.

COMMITTEE REPORTS

Annual Award: The Auxilian of the Year Award went to Mrs. Frank H. Carter. *was presented*

Arts and Crafts: Mrs. William D. Lynn complimented her committee for 15 years of hard work that nets between \$600-\$1000 a year for the Gift Shop. They make a variety of crafts, including silk flower arrangements. Mrs. Sutton said that Marson Galleries began presenting art exhibits and sales in the South Rotunda in 1984 and the Auxiliary receives 20% of the profit. This has amounted to \$3,729.24 over the last three years.

Bargain Bazaar: Mrs. Sutton, Chair, reported that the annual bargain bazaar averages \$2,000 a year profit, approximately.

Centennial Celebration: Mrs. Sutton complimented Mrs. Lee, Centennial Chair, and Mrs. Edward Brandt, Hospitality Chair for doing a marvelous job.

Bylaws: Mrs. Ralph Fraser is currently looking into bylaws to see if revisions need to be made. This committee will have a new chair next year.

Finance Committee: Mrs. Carter presented the 1987-1988 budget and it was accepted.

First Foto: Mrs. Coy R. Manning reported that First Foto nets approximately \$6,000 a year now. The company donated a lovely flower arrangement for the Centennial, and a representative of the firm attended today's luncheon.

Gift Shop Committee: Mrs. Fiset wrote the gift shop report. Mr. Kenneth Schultz is the new manager.

Holiday Gifts: Mrs. Sutton has been in charge of this project since 1974. Mrs. Brandt has graciously invited the Auxiliary to assemble the 400 baskets of greens at Hidden Waters for the last several years.

Historian: Mrs. Jerome K. Merlis has written and completed the last 17 years of our organization's history.

Plant ^{lobby} Maintenance: The Auxiliary furnishes the plants in both the ~~information and Security~~ Booths in the hospital lobby. We have given the hospital \$100,000 toward lobby renovation.

Nominating Committee: The nominating committee presented a slate of officers for the 1987-1988 year: President, Mrs. Edward Brandt; First Vice President, Mrs. Yu Chen Lee; Second Vice President, Mrs. Coy Manning; Recording Secretary, Mrs. William C. Gray; Corresponding Secretary, Mrs. Kenneth P. Johnson; Treasurer, Mrs. Paul Fiset; Assistant Treasurer, Mrs. Ralph Fraser; Governors to 1989, Mrs. John M. Dennis and Mrs. Morton I. Rapoport.

The nominations were approved by a unanimous vote. Mrs. Blair, President of MAHA installed the new officers.

Mrs. Blair reported that the University of Maryland Hospital Auxiliary is on the front of the MAHA publication, Challenge. She said that Health Careers Day will be at University Hospital on July 22. The MAHA convention will be held June 27-29 in Atlanta, Georgia and the Presidents Council of MAHA will meet in Annapolis October 26-28. Mrs. Frederick W. Brown (Nancy), our director of Volunteers will speak about Shock Trauma.

The meeting was adjourned after Mrs. Brandt accepted the material for the presidency.

Respectfully submitted,

Lorraine D. Gray

Lorraine D. Gray
Recording Secretary

ANNUAL MEETING -- MAY 18, 1988

The Auxiliary of the University of Maryland Hospital, Inc.

The annual meeting of the Auxiliary of the University of Maryland Hospital, Inc. was held at Hidden Waters, residence of Chancellor and Mrs. Edward N. Brandt, Jr. The meeting was called to order at 12:45 p.m. by Mrs. Brandt (Patricia), following a delicious lunch. Mrs. William Gray (Lorraine) read the minutes of the previous meeting on March 16, which were approved as read.

Mrs. Brandt announced that Mrs. Karl Weaver (Nancy), a former Auxilian of the Year, died recently. Some people have inquired about a memorial fund for Mrs. Weaver and contributions should be made out to the Auxiliary of the University of Maryland Hospital, Inc. with a notation that they are for the Nancy Weaver Memorial Fund. Dr. Weaver is a professor in the Department of Pediatrics so a memorial in this field would be appropriate. Mrs. Yu-Chen Lee commented that this has not been done previously. The Frances Arnold Fund was started by her husband, Dr. Arnold.

OFFICERS REPORTS

Mrs. Paul Fiset (Dr. Lorraine), Treasurer, reported that the Auxiliary collected less this year but also spent less. The current balance is \$186,531.61. The balance on June 30, 1987 was \$177,812.03. The treasurer's report was approved as read and filed for audit.

Mrs. Ralph Fraser (Ann), Assistant Treasurer, reported that we have one new member. She did not send out second reminders to those who did not pay their dues.

Mrs. Yu-Chen Lee (Gretchen), First Vice President, gave no report.

Mrs. Coy Manning (Mardell), Second Vice President, asked for

suggestions for recruiting new members. Mrs. Robert Vogel (Sharyn) suggested that letters be sent to the secretaries of all the department chairs in the professional schools requesting information on all personnel new within the last three years. They can be invited to join and sent membership notices. Mrs. Brandt suggested that the September meeting be a new members meeting. She will help Mrs. Manning find the names of the new personnel. Mrs. Kenneth Johnson (Jackie), Corresponding Secretary reported that she wrote a note to Mrs. Frank Carter (Martha), last year's Auxilian of the Year, who is in a convalescent home in North Carolina. Mrs. Johnson sent a sympathy note to Dr. Weaver about Nancy and also wrote thank you notes to the people who have given donations to the Nancy Weaver Memorial Fund. Mrs. Jerome Merlis (Grace) suggested a note go to Mrs. Elmer Axon (Sue), who is convalescing at home now, but was an active auxilian for many years.

COMMITTEE REPORTS

First Foto: Mrs. Manning reported that First Foto made \$6,736.58 for the Auxiliary this year. In 1980, our first year with them, we made \$2,346.44.

Gift Shop Committee: Mrs. Brandt presented the Auxiliary with a check for \$10,000 from the gift shop. The committee hopes to give a similar amount in June. Mrs. Lee expressed her gratitude to Mrs. Brandt for all her hard work on behalf of the gift shop. Mrs. Vogel is a new member of this committee.

Finance Committee: Mrs. Brandt presented the 1988-1989 budget to the Board for approval. Mrs. Merlis made a motion to approve the budget and Mrs. Fraser seconded the motion. The motion passed. The budget was then presented to the general membership for approval.

Mrs. Dudley Dillard (Louisa) made a motion to accept the budget on behalf of the entire membership, and Mrs. Frederick Brown (Nancy) seconded the motion, which was passed. Mrs. Brandt said the budget is now accepted.

Nominating Committee: The nominating committee presented a slate of officers for the 1988-1989 year. President, Mrs. Edward N. Brandt, Jr.; First Vice President, Mrs. Yu-Chen Lee; Second Vice President, Mrs. Coy Manning; Recording Secretary, Mrs. Jerome Merlis; Corresponding Secretary, Mrs. Kenneth Johnson; Treasurer, Mrs. Frederick Brown; Assistant Treasurer, Mrs. Ralph Fraser; Governors to 1990, Mrs. John Herold and Mrs. Granger Sutton.

Mrs. Frank Figge (Rosalie), an auxilian and wife of the late Frank Figge, M.D., a distinguished scholar and former chair of the Department of Anatomy, read part of a tribute to her husband. It was written by her daughter and published in a Princeton, New Jersey newspaper. Dr. Figge was the American editor of the Sobota and Figge Atlas of Human Anatomy. Dr. Figge donated his body to medicine and is now a skelton used in teaching anatomy to medical students.

The new slate of officers for the 1988-1989 year was approved by a unanimous vote and Mrs. Figge installed them.

The meeting was adjourned at 1:45 p.m.

Respectfully submitted,

Lorraine D. Gray

Lorraine D. Gray
Recording Secretary

ANNUAL MEETING

The Annual Meeting was held May 17th at the University Club. At the business meeting the enclosed list of officers were elected. Dr. Kathleen Godek spoke about the program developed by the School of Pharmacy for caregivers, especially for the elderly. Eleanor Lynn was honored for her seventeen years as chairman of the Arts and Crafts committee plus all of the other jobs she has taken on over the years. She has led this committee without much encouragement and done it very well.

BARGAIN BAZAAR

It is not certain that we will have a Bargain Bazaar this year. We have had one every year for fourteen years now. Most of us who work on this committee are fourteen years older and tired. Please keep your donations and we will let you know in late September if we will have a Bazaar this year. If you would like to volunteer for this committee please write Mardel Manning in care of the volunteer office, U of Md Hospital.

GIFT SHOP

This has been a very good year for the Gift Shop. The gift shop committee hired Jean Baesch as consultant after firing the Manager last year. This may we hired Miss Baesch as the manager of the gift shop. After two troubled years the gift shop is showing a profit of more than fifty thousand dollars. Last years gift shop committee members have worked very hard and due to various reasons would like to move. We would be delighted to have some volunteers to form a new committee to supervise and help in the gift shop which is our major fund raiser.

BOARD MEETING

The next regularly scheduled board meeting will be the third Wednesday in September unless something comes up that needs attention. The finance committee is working though the summer to select the next projects we will finance.

MEETINGS

We hope to hold one or two general membership meetings. If anyone would like to suggest a speaker or topic please let us know.

PRESIDENT'S MESSAGE

Here we go again. Only this time my husband is retired and I will only have a very limited time to spend on Auxiliary business. I am relying on each Auxilian to see what needs to be done and doing it without being asked, encouraged, etc. We have an Auxiliary with a very good history which needs help. Please do!

Barbara U. Sutton

ANNUAL MEETING

May 9, 1990

The meeting was called to order by President, Barbara Sutton.

The minutes of June 16, 1989 were approved as submitted.

The Treasurer's Report was submitted. Nancy Brown reports that the Gift Shop has given the Auxiliary \$126,000 this year. In addition to the luncheon today, the Auxiliary has sponsored the Volunteer Recognition Luncheon, the Francis Arnold Award and has \$305,826.61 in the bank. Next years estimated bottom line is \$200,000. OUTSTANDING!

The Assistant Treasurer reported 127 members, 2 of whom are honorary. Several have not paid. The new roster was distributed.

The President reported that she was unable to attend the State-wide meeting of MAHA and a Regional Meeting at Maryland General on the Home Care. A substitute was not available.

First Vice President had no report.

Second Vice President said we need new members.

Corresponding Secretary had no report.

Gift Shop Committee is pleased with the monies as addresses in Treasurer's report. Jeanne Baesch the manager pays bills promptly. It is suggested that monies be transferred monthly from Gift Shop Funds to the Auxiliary. A suggestion was made that the Auxiliary send a letter to Mrs. Baesch acknowledging and commending her for a job well done.

Bargain Bazaar Committee did not convene this year.

First Foto Committee - no report

Arts and crafts Committee - Made \$800 - \$900 in Gift Shop

Plant Maintenance Committee is no longer necessary since plants were removed from lobby for remodeling.

Holidays Gifts Committee prepared a small basket of greens for each patient in the hospital.

Annual Award was presented to Dottie Young along with a lovely glass box and a corsage.

Hospital Projects

1. Blood Donor Room
2. Psych Intercom
3. 2nd Floor Radiology decorated
4. P.T. and O.T. waiting areas decorated
5. Family and Patient Waiting areas redone
6. Psych 3 areas. Provided childrens toys and games and tables.
7. Neuroscience Display Unit
8. Pediatrics - Western Health Center
9. Neurology Out Patinet Dept. - may be moving
10. Lobby Renovation

Budget was submitted and approved. It was noted that MAHA dues have increased from \$35.00 to \$50.00.

Nominating Committee:

First asked if anyone wanted to serve as Preside nt.
The responsibilities are:

1. call meetings
2. send out newsletter
3. work with Manager of Gift Shop
4. pull nominating committee together

No one agreed to take this position of Treasurer. It was suggested that an Executive Director be hired for \$5,000 to be supervised by someone willing or have an Executive Committee to run the organization. Major concern is for the history of the Auxiliary and for the monies that have accumulated.

The officers on the slate were approved as submitted.

It was agreed that this group would meet on June 6, 1990 from 10 a.m. - 12 p.m. to discuss the future of the Auxiliary. Invite Nikki Humphries, Chief Counsel be invited to help with legal ramifications of decisions. June Winkler will arrange meeting place in hospital.

The suggested By Laws changes were not voted upon because of uncertain future.

The Nursing Alumni has invited Auxiliary members to lunch on July 10, 1990.

THE AUXILIARY OF UNIVERSITY OF MARYLAND HOSPITAL, INC.
MINUTES OF THE ANNUAL MEETING
MAY 9, 1990

The Annual meeting of the Auxiliary of University of Maryland Hospital, Inc., was held in the University Club.

After a delightful luncheon, the Annual Award to Auxilian of the Year was presented to Mrs. John Young. She has worked in many areas, the Canteen, Pediatrics, Chairman of many benefits, fashion shows, and the Paint & Powder Club and the wonderful boat trip down the Bay. In addition she volunteered a day a week with the Library Cart.

Treasurer's Report - appended

The minutes of the Annual Meeting, May 17, 1989 were approved as read.

Assistant Treasurer, Anne Fraser reported that the new roster is out. There are 127 members and 2 honorary members.

The Budget was submitted by the Finance Committee and was accepted unanimously.

The Finance Committee also submitted a list of recommendations on the request for funds. This was accepted unanimously.

\$ 35.00 \$ 50.00

The dues for MAHA has risen from \$50.00 to \$75.00.

Gift Shop - Total Sales

Money should go into account every month.

The nominating committee submitted the following for consideration. The slate was adopted unanimously.

President

First Vice President

Second Vice President

Recording Secretary

Corresponding Secretary

Treasurer

Assistant Treasurer

Governors to ~~1994~~

1992

Governors to ~~1992~~

1991

Mrs. Kenneth P. Johnson

Mrs. Coy R. Manning

Mrs. Jerome K. Merlis

Mrs. Paul Fiset

Mrs. Ralph E. Fraser

Mrs. John A. Herold

Mrs. Yu-Chen Lee

Mrs. Harry M. Robinson, Jr.

Mrs. John G. Wiswell

It was agreed that a Special Mtg. of Executive Mtg. on June 6, 1990.

The meeting adjourned at 1:00.

Respectfully submitted,

Grace Merlis, Secretary

The Auxiliary of the University of Maryland Hospital, Inc.
Annual Meeting - May 13, 1992
Minutes

Members Present: Mardell Manning, Gretchen Lee, Jackie Johnson, June Winkler, Evie Herold, Grace Merlis, Betty Robinson, Elizabeth Shire, Selma Kennedy, Henrietta Kolb, Dottie Young, Lorraine Fiset, Barbara Sutton, Louisa Dillard, Lorraine Gray, Ann Virginia Rasmussen, Nancy Farmer, Elaine Kennedy, Margaret Sebley, Sharyn Vogel, Mary Gray Cobey, Vivian Elkins, Julia Reese, Jane Lentz, and our hostess, Patricia Langenberg

Guests Present: Wendy Baker, Judy Lecksell, Jimmie Johnson

Minutes of Annual Meeting, May 8, 1991 were approved as corrected.

President's Report which is attached was reviewed by Jackie Johnson. She also showed the groups the plaques presented to the Auxiliary by Social Work during National Social Work Week.

Treasurer's Report was reviewed as corrected and accepted. Since dues are not currently covering our operating expenses, it was suggested that dues be raised. This can only be accomplished with a By-Laws change. Perhaps this can be addressed next year.

Fund Development Committee The new gift shop opened on February 12, 1992 and is doing well in its new location off the lobby. The new manager began the end of January and is bringing in a lot of new merchandise. Her name is Rochelle Butler. June Winkler distributed a chart comparing the growth of the 1st four months of 1992 with the previous 3 years.

Patient Room Enhancement Committee Liaison - Ann Virginia Rasmussen and Lorraine Fiset have been sharing this role. Ann Virginia reported. Auxiliary representation has attended six committee meetings.

Purpose: To better acquaint the Auxiliary/Finance committee with the needs of the hospital when UMMS Room Enhancement Committee budget comes up short and where the Auxiliary finds the requests from hospital departments to be in the category of patient consideration/comfort, public relations or structural renovation. Representation by the Auxiliary to the room enhancement committee will avoid the duplication of requests and in some cases to pool moneys for better end results.

Since the Auxiliary's commitment for this fiscal year was in the high dollar range, as recorded in other committee reports, it was decided that no decision to obligate the Auxiliary for further funds would be considered until the end of year budget report and the income of the Gift Shop would stabilize.

Patient Room Enhancement- con't.

In addition - the UMMS Room Enhancement budget has not been finalized and all department requests to the Auxiliary will have a deadline in early fall of 1992.

Acknowledgements - Louisa Dillard acknowledged and thanked Jackie Johnson for serving as President and for her role in the Gift Shop when the manager resigned suddenly in December.

Election of Officers: The following slate of officers was submitted:

President	Lorraine Fiset
Vice President	Betty Robinson
Treasurer	Nancy Brown
Secretary	June Winkler

There were no nominations from the floor. The officers were elected unanimously.

Remarks - Jackie Johnson read a note from the Volunteer Services Department and from 2 volunteers thanking them for the Volunteer Luncheon on May 1st.

A card for Ann Frazer was circulated for signatures. Betty Robinson will deliver it. The Auxiliary presented Jackie with a gift of appreciation for all her efforts on its behalf.

The Auxiliary of University of Maryland Hospital, Inc.
General Meeting - September 24, 1992
Minutes

Present Dottie Young, Rochelle Butler, Barbara Sutton, Nancy Brown, Henrietta Kolb, Betty Robinson, Evie Herold, Jackie Johnson, Lorraine Fiset, Ann Virginia Rasmussen, Sharyn Vogel, Gretchen Lee, Millie Wells, June Winkler, Mardell Manning, Elaine Kennedy, Lorraine Gray and Louisa Dillard.

Minutes of July 16, 1992 Board Meeting were approved as corrected.
Delete October 23, as one of the dates of the MAHA meeting.

Treasurer's Report Nancy Brown report dated September 23, 1992 and Budget dated July 1, 1992 were presented and approved to be filed for audit. First Foto receipts have increased. \$1500 given to Volunteer Services and \$2000 to Social Services. It was suggested that a gift be given to Mary of First Foto for her efforts.

Fund Development Committee - Jackie Johnson reporting. Need to develop sound operating policies for Gift Shop. Need more volunteers in the Gift Shop. ^{Consider} Gift cart should be going out on floors but needs volunteers. Suggested a brochure be designed for patients listing items carried.

Finance Committee - Sharyn Vogel reporting. Liz Shire and Nancy Brown on committee.

Goals Are:

1. Determine best instruments for investing.
2. Distribution of Funds in hospital.
3. Supply representation on Patient Room Enhancement Committee.

Presented proposal from "Greening of America" for Christmas decoration for hospital totaling \$9341.69. Nancy Brown moved we allocate \$10,000 for this project. All approved. They will put up & take down these permanent decorations each year. Annual cost \$1000 - \$2700.

The request for funds from various hospital departments total \$120,000 plus another request just received. No decisions have yet been made. Investigation in process.

Membership Ann Virginia Rasmussen reporting.

1. ordered new stationery and dues notices
2. dues notices mailed yesterday
3. roster circulated for corrections
4. requested permission for second mailing to include new staff members. All approved
5. suggested new members be included in Hidden Waters December 16th for Christmas Greens.

Aux. General Meeting
September 24, 1992
Minutes - Page 2

6. discussed dues since \$10.00 doesn't cover operating expenses. By-Laws would need to be amended to change to no specific amount. Lorraine Gray will chair committee to present change.

Archives Committee - no report.

Patient Room Enhancement Committee - has not met.

MAHA Meeting - October 20, 21 and 22, 1992 Towson Sheraton.

Information about registration was circulated for those who are interested. Auxiliary will pay for Board Members to attend.

MAHA Newsletter - was circulated to show article on our Auxiliary submitted by Lorraine Fiset.

Activities - December 16, 1992 - Christmas Baskets prepared for patients at Hidden Waters.

Special Event for March on April to be brainstormed at November meeting.

Next Board Meeting - November 19, 1992 (12-2)

Tour of Last Year's Projects offered by June Winkler to follow luncheon for those interested.

Adjournment - to Executive Board room for luncheon given by Dr. Rapoport in appreciation of monies received for Lobby project.

Respectfully submitted,

June D. Winkler

June D. Winkler, Secretary

AUX.U of MD.INC., TREASURER'S REPORT

SEPT 23, 1992

	7/1/92	Current
BALANCE:	\$ 208982.22	\$ 208324.45

	Budget	Year to Date
RECEIPTS	I=====I	I=====I
Cash on hand	\$ 0.00	\$ 0.00
Dues	1000.00	0.00
Interest	15000.00	558.20
First Foto	5000.00	2358.72
Gift Shop	100000.00 *	0.00
Other	50.00	0.00
	I-----I	I-----I
TOTAL RECEIPTS	\$ 121050.00	\$ 2916.92

DISBURSEMENTS

Operating

President	\$ 100.00	\$ 0.00
Treasurer	500.00	23.94
Office Supplies & Mailings	500.00	0.00
MAHA Dues	50.00	0.00
Ways & Means	500.00	0.00
Hospitality	800.00	15.75
Acknowledgements/Gifts	200.00	35.00

SUBTOTAL

I-----I	I-----I
\$ 2650.00	\$ 74.69

Educational

Delegates to Meetings	\$ 200.00	\$ 0.00
Newsletter	100.00	0.00
Program	100.00	0.00

SUBTOTAL

I-----I	I-----I
\$ 400.00	\$ 0.00

Gifts to Hospital

Francis Arnold Nursing Award	\$ 100.00	\$ 0.00
Volunteer Awards Luncheon	3000.00	0.00
Volunteer services	2500.00	1500.00
Social Services	4000.00	2000.00
Hospital Projects	58000.00	0.00
Holiday Gifts	400.00	0.00

SUBTOTAL

I-----I	I-----I
\$ 68000.00	\$ 3500.00

TOTAL DISBURSEMENTS

\$ 71050.00	\$ 3574.69
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ASSETS

	Start	Current
Federal Reserve (T-Bills)	\$ 0.00	\$ 0.00
1st Nat. Bank of Md.	121348.07	120680.52
Provident Bank (Sav. Acct)	1464.00	1473.78
Merchantile S.D. & T (C.D.)	86170.15	86170.15

TOTAL ASSETS

I-----I	I-----I
\$ 208982.22	\$ 208324.45

* NOTE: Gift Shop Includes \$50,000 1991/1992 Carryover

\UMSA0992

Gift to person invited



The Auxiliary of University of Maryland Hospital, Inc.

22 South Greene Street • Baltimore, Maryland 21201-1595

Phone: Volunteer Office 410 328-5600

Notice of Annual Meeting

The 106th Annual Meeting of the Auxiliary of University of Maryland Hospital, Inc. will be held at Hidden Waters, 3112 Old Court Road, on Wednesday, May 12, 1993.

The business meeting will commence at 10:30 a.m. Lunch will be served at noon. Included in the agenda will be the following:

1. Discussion to amend Article III, Section 2a of the By-Laws.
Please refer to the enclosure for information regarding the proposed change.
2. Election of officers.
3. Installation of officers.

The Nominating Committee has submitted the following slate of officers to serve during 1993-1994.

	President	Lorraine Fiset
	Vice President	Betty Robinson
	Treasurer	Nancy Brown
	Secretary	Elizabeth Shire
Governor	1 year	Lorraine Gray
Governor	2 years	Grace Merlis

Additional nominees from the floor will be entertained if the candidate has given their approval.

Please mark your calendars now for May 12th. I look forward to your presence.

Lorraine G. Fiset
President

RSVP BY MAY 7, 1993 TO 328-5600



The Auxiliary of University of Maryland Hospital, Inc.
22 South Greene Street • Baltimore, Maryland 21201-1595
Phone: Volunteer Office 410 328-5600

PROPOSED CHANGES OF BY-LAWS

PRESENT BYLAWS:

ARTICLE III. MEMBERS

Section 2. Dues

- a. ~~Annual dues shall be ten dollars (\$10.00).~~

SUGGESTED REVISION:

ARTICLE III. MEMBERS

Section 2. Dues.

- a. Dues shall be collected annually.

RATIONALE:

By not indicating a specific amount for dues, it will be possible to change the assessment from time to time without necessitating a change in the By - Laws.

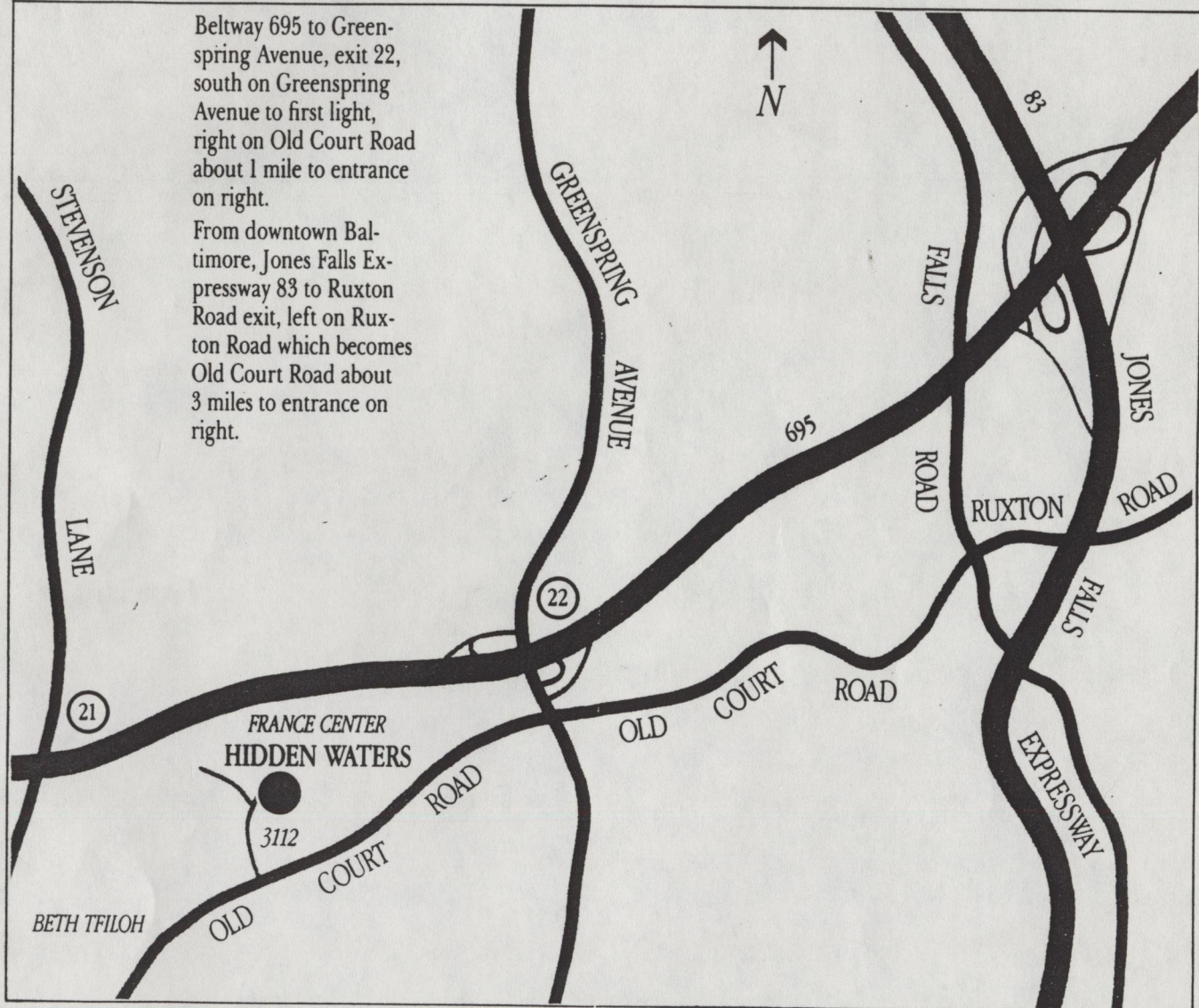
HIDDEN WATERS



DIRECTIONS

Beltway 695 to Greenspring Avenue, exit 22, south on Greenspring Avenue to first light, right on Old Court Road about 1 mile to entrance on right.

From downtown Baltimore, Jones Falls Expressway 83 to Ruxton Road exit, left on Ruxton Road which becomes Old Court Road about 3 miles to entrance on right.





The Auxiliary of University of Maryland Hospital, Inc.

22 South Greene Street • Baltimore, Maryland 21201-1595

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PRESIDENT'S REPORT

ANNUAL MEETING, May 12, 1993

The 1992-93 Auxiliary year began with an expression of thanks from the administration for our work and contributions to benefit the Hospital and its patients. At our September general meeting, Dr. Morton Rapoport hosted a luncheon in the Board Room. A check in the amount of \$125,000.00, earmarked for lobby renovations, was presented to him at that time.

The attractiveness of our new Gift Shop and the astute retail skills of our shop manager, Rochelle Butler, have resulted in record sales and profits. This, in turn, has been largely responsible for our ability to award a grand total of over \$113,000.00 this year in grants and a variety of support programs. That sum includes over \$11,000.00 to provide holiday decorations for the lobby and miniature lights for the trees by the drive to the main entrance. Many compliments and thanks for that effort have been expressed. I would also like to note that our Gift Shop was featured in articles printed in HEALTH FACILITIES MANAGEMENT and VOLUNTEER LEADER. A delegation from Wilmington, DE was here in March to get ideas for their Gift Shop renovations.

In addition to the Gift Shop, other funds were raised from a Shoe and Uniform Sale organized by June Winkler in the Fall and from a Theatre Night held in April. This second event provided a social outlet which was enjoyed by all.

In February, the administration invited the membership to attend a special meeting for an informational update. Sylvia Smith Johnson presented the results of a Patient Satisfaction Survey which reflected a positive influence of the renovated lobby on their impression of the hospital, and Dennis Schrader described changes in pedestrian traffic that will accompany construction of the Gudelsky Tower. A marketing research group then conducted a survey to determine the kind of retail services the Auxiliary would consider desirable and appropriate for the new Tower.

MEDIFACTS will feature an article about the Auxiliary and its activities in the June '93 issue and will include a photo of a ceremonial check being presented to Dr. Rapoport in the amount of this year's grants and gifts, approximately \$113,000.00.

During the past year, Board Meetings have been held over the lunch hour. Nan Brown and Sharyn Vogel each graciously

hosted a meeting and served a delicious luncheon. We are grateful for their generosity and hospitality which provided a very pleasant and intimate atmosphere for conducting business.

It was a pleasure for the Board to award an Honorary Membership to Wanda Kaiser who has served this organization so well. She was extremely happy to receive the recognition.

Finally, the Frances Arnold Memorial Award in the amount of \$100.00 will be awarded to a graduating nurse, Gina Marie Duncan, on May 21. Nan Brown will make the presentation.

I would like to thank the officers, committee chairs and members whose support during the past year have facilitated my job as President and made it rewarding. There is nothing like being in this position to appreciate what has had to transpire for more than a century to fulfill the mission of supporting and improving the University of Maryland Hospital.

MAY 8, 1993

BALANCE:	7/1/92	Current
	\$ 208982.22	\$ 263928.47

RECEIPTS	Budget	Year to Date
	I-----I	I-----I
Cash on hand	\$ 0.00	\$ 0.00
Dues	1000.00	1240.00
Interest/dividends	15000.00	8011.43
First Foto	5000.00	6935.04
Gift Shop	100000.00 *	75000.00
Other (Includes Benefit Gross)	50.00	3650.58
	I-----I	I-----I
TOTAL RECEIPTS	\$ 121050.00	\$ 94837.05

DISBURSEMENTS		
Operating		
President	\$ 100.00	\$ 0.00
Treasurer	500.00	440.00
Office Supplies & Mailings	500.00	701.08
MAHA Dues	50.00	50.00
Ways & Means (Inc. Benefit adv)	500.00	1079.40
Hospitality	800.00	207.75
Acknowledgements/Gifts	200.00	262.63

	I-----I	I-----I
SUBTOTAL	\$ 2650.00	\$ 2740.86
Educational		
Delegates to Meetings	\$ 200.00	\$ 180.00
Newsletter	100.00	0.00
Program	100.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 400.00	\$ 180.00

Gifts to Hospital		
Francis Arnold Nursing Award	\$ 100.00	\$ 0.00
Volunteer Awards Luncheon	3000.00	1916.10
Volunteer services	2500.00	2500.00
Social Services	4000.00	4000.00
Hospital Projects	58000.00	28360.94
Holiday Gifts	400.00	192.90
	I-----I	I-----I
SUBTOTAL	\$ 68000.00	\$ 36969.94
TOTAL DISBURSEMENTS	\$ 71050.00	\$ 39890.80

ASSETS	Start	Current
	I-----I	I-----I
Federal Reserve (T-Bills)	\$ 0.00	\$ 0.00
1st Nat. Bank of Md.	121348.07	36888.95
Provident Bank (Sav. Acct)	1464.00	77211.96
Merchantile S.D. & T (C.D.)	86170.15	0.00
State Employee Credit Union	0.00	30259.64
Legg Mason CD	0.00	66430.28
Legg Mason CMO	0.00	49875.00
Legg Mason MM/Cash	0.00	3262.64
	I-----I	I-----I
TOTAL ASSETS	\$ 208982.22	\$ 263928.47

NOTE: Net Income from W&M Theatre was \$651.00

Net Income from W&M Shoe Sale was \$1920.18

payroll deduction

MAY 11, 1993

	1992/1993 Budget	1993/1994 Budget
RECEIPTS	I-----I	I-----I
Cash on hand	\$ 0.00	\$ 0.00
Dues	1000.00	2000.00
Interest/dividends	15000.00	9000.00
First Foto	5000.00	7000.00
Gift Shop	100000.00	75000.00
Other (Includes Benefit Gross)	50.00	1000.00
	I-----I	I-----I
TOTAL RECEIPTS	\$ 121050.00	\$ 94000.00
DISBURSEMENTS		
Operating		
President	\$ 100.00	\$ 100.00
Treasurer	500.00	500.00
Office Supplies & Mailings	500.00	500.00
MAHA Dues	50.00	50.00
Ways & Means (Inc. Benefit adv)	500.00	400.00
Hospitality	800.00	800.00
Acknowledgements/Gifts	200.00	250.00
	I-----I	I-----I
SUBTOTAL	\$ 2650.00	\$ 2600.00
Educational		
Delegates to Meetings	\$ 200.00	\$ 200.00
Newsletter	100.00	100.00
Program	100.00	100.00
	I-----I	I-----I
SUBTOTAL	\$ 400.00	\$ 400.00
Gifts to Hospital		
Francis Arnold Nursing Award	\$ 100.00	\$ 100.00
Volunteer Awards Luncheon	3000.00	3000.00
Volunteer services	2500.00	2500.00
Social Services	4000.00	4000.00
Hospital Projects	58000.00	81000.00
Holiday Gifts	400.00	400.00
	I-----I	I-----I
SUBTOTAL	\$ 68000.00	\$ 91000.00
TOTAL DISBURSEMENTS	\$ 71050.00	\$ 94000.00

The Auxiliary of University of Maryland Hospital

Minutes of Special Meeting

July 23, 1992³

Present: Barbara Sutton, Mardel Manning, Lorraine Fiset, Betty Robinson, Sylvia Smith Johnson, Ann Virginia Rasmussen, Jane Lentz, Lorraine Grey, Louisa Dillard, Nancy Farmer, Sharyn Vogel, Grace Merlis, Margaret Sebly, June Winkler and Liz Shire.

The meeting was called to order by Lorraine Fiset, who stated that the purpose of the meeting was to approve a calendar and agenda for the coming year which are designed to revitalize the organization. Lorraine introduced Allison Wood and Tracy Seufert, the Director of Special Events for the Medical System.

Allison made a slide presentation which demonstrated the history and contributions of the Auxiliary. She noted that the Auxiliary is vital to the hospital and that the hospital is committed to supporting the Auxiliary at all levels. Barbara Sutton noted that the Auxiliary has set many standards for the hospital. Allison said that she hopes to add more slides and music to this presentation.

Lorraine stated that the only thing missing from the pictures is more people - to work in the gift shop, greet in the lobby, escort, provide tours, man snack and book carts, etc. She then proceeded to outline the recruiting activities planned for the year. The first phase will be targeted to an internal audience and will begin with a 4 page insert in Medifax in September. This insert will include some history of the Auxiliary along with areas, committees and projects in which new members may participate.

The rest of the year is planned as follows:

August	Work on insert.
September	Perhaps a breakfast with Dr. Rapoport and other administrators to share plans and goals.
October	A cultivation event with a speaker.
November	Board meeting and orientation of new members.
December	Holiday tree lighting. At this time a queen-sized Amish quilt will be awarded to the winner of a raffle which will begin in September. Holiday baskets.
January	External recruiting drive begins with a mailing to businesses and residential buildings in the community.
February	Cultivation event with speaker, perhaps Hillary Clinton
March	Board meeting and orientation for new members.
April	Social event, perhaps a dinner or a cruise.
May	Annual Meeting.

Lorraine pointed out that this will cost up to \$10,000, including the Medifax insert, packets for new members, mailings and more.

Allison stated that the Capital Campaign will be approaching employees and that Auxiliary support will be crucial to the Master Facilities Plan.

Aux. Minutes 7/23/93
Pg. 2

Lorraine suggested that the Auxiliary kick off the 1993-94 year with a million dollar pledge to the hospital to be completed by the year 2000. This would be about what is now donated anyway over time, but the wording would generate good publicity for the auxiliary and the hospital. Barbara Sutton noted that people like to belong to a successful organization.

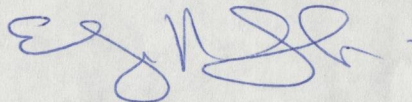
Lorraine added that if those present voted to approve the recruiting plan they should be prepared to give time. Barbara Sutton said that the message needs to go the entire membership, and it was felt that mailing the Medifax insert would be a good idea.

Barbara Sutton motioned that the recruitment plan as presented by Lorraine be approved, along with whatever funds were needed to implement it. Sharyn Vogel seconded the motion and it was unanimously approved.

Nancy Farmer agreed to help with the raffle. Allison Wood said that she would assemble a list of committtes and activities for new members.

The meeting was adjourned.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Elizabeth Shire', with a stylized flourish at the end.

Elizabeth Shire, Secretary



The Auxiliary of University of Maryland Hospital, Inc.
22 South Greene Street • Baltimore, Maryland 21201-1595
Phone: Volunteer Office 410 328-5600

AGENDA OF GENERAL MEETING

September 14, 1993

Opening Prayer

Minutes of Meeting, March 1993

Treasurer's Report

Committee Reports

Finance
Fund Development including Raffle
Membership
Archives
Program

Old Business

Report of Presidents' Council Meeting
Auxiliary Office
Plaque
MEDIFACTS insert

New Business

MAHA Meeting, October 19, 20, 21

Plan for events of Oct. 27 and Dec. 1 -- PUBLICITY

Welcoming New Members:

Participation of current members in volunteer opportunities to gain experience for the "training" of new members

Form Committee to purchase "uniform" and badges

The Auxiliary of University of Maryland Hospital, Inc.

September 14, 1993

Minutes

Present: Margaret Sebly, Mardell Manning, Henrietta Kolb, Sharyn Vogel, Loraine Fiset, Liz Shire, June Winkler, Nancy Brown, Nancy Farmer, Betty Robinson, Ann Virginia Rasmussen, Sylvia SmithJohnson, Lorraine Gray and Elaine Kennedy.

Lorraine Fiset opened the meeting, which was held in the Davidge Hall Conference Room, by leading those present in the Prayer for Hospital Auxiliaries.

The minutes of the March meeting were not available.

Treasurer's Report: Nancy Brown reviewed the report which is attached. She noted that the twenty dollars listed under treasurer's disbursement reflects a problem with an incorrect charge by First National Bank. This matter has been corrected and we await reimbursement from the bank. Lorraine Fiset would like a line item created for monies spent on the membership drive. Many completed projects have not been billed yet: Sylvia SmithJohnson will speak with Lynn Jarrett about facilitating these bills. There was no further discussion and the report was filed for audit.

Finance: Sharyn Vogel reported that the art projects are ongoing, and that the three dimensional objects are now being encased in acrylic frames which will be bolted to the walls. Lorraine Fiset shared a moving pictorial thank you from 4G, the Child Psychology unit - the children filled a poster board with hand prints in different colors. Sharyn suggested that this be hung in the Auxiliary office. Lorraine would like a record of all present and future awards put on computer disc for reference.

Fund Development: June Winkler reported that the gift shop has \$133,000 in the checking account and \$81,000 in the savings. She asked for and received authorization to move \$50,000 to the savings. The gold sale on July 2nd produced \$32,000 in revenue, 20% of which is profit for the Auxiliary. The gift shop has lost two employees, making it more difficult to stay open for evening hours. June asked for and received permission to begin recruiting for an assistant manager with a salary range of \$14,000-\$16000 per year.

Nancy Farmer shared that the quilt and tickets for the raffle are already paid for by advertising which she secured for the back of the ticket. Lorraine Fiset will write thank you notes to Legg Mason and AJ Stationers. Nancy has a schedule for times for people to sell the tickets in front of the gift shop and in the rotunda and asked for those present to sign up to assist. Tickets were counted and bundled in lots of 10 by those present and each person given 20 tickets to sell. Nancy also requested that auxiliaries volunteer to contact craft shows and distribute photos of the quilt and tickets. June Winkler volunteered to take pictures of the quilt for distribution. Sales in the rotunda will be on Sept. 27, 29 and Oct. 5 and 6.

Aux. Minutes
Sept. 14, 1993
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Membership: Ann Virginia Rasmussen reported that there were 49 responses to date to the membership mailing, representing 44% of membership. \$975 in dues and \$120 in donations have been received. Thirty-nine past members renewed.

Archives: Grace Merlis was unable to be present, but Lorraine Fiset reported that the work is progressing and will soon be up to date.

Program: Betty Robinson reported that Barbara Mikulski is unable to be the speaker for the reception on Oct. 27. Sylvia SmithJohnson volunteered to explore other speaker options.

Old Business: Lorraine Fiset and Betty Robinson attended the Presidents' Council meeting at Frederick Memorial Hospital on September 9th. They were introduced to the program called CARE (caring attitudes reflect excellence), a sensitivity program which all employees at Frederick Memorial are required to take yearly. They found it interesting that Frederick Memorial has 1100 paying auxiliaries with 150 active members. It was pointed out that that number reflects the fact that all volunteers are auxiliaries and vice versa.

The Auxiliary will be getting an office in conjunction with the volunteer office being moved to a new location. The new volunteer office will be at S1D04, across from the exit to the cafeteria. June Winkler reported that the designs are expected to be completed in October and the move by the end of November. Lorraine Fiset asked Elaine Kennedy to form a committee to follow this process and choose office furniture for the Auxiliary.

Betty Robinson brought the newly refurbished gift shop plaque.

Lorraine noted that the Auxiliary insert was distributed with Medifax and that there are extra copies to be used as a recruiting tool. June Winkler brought Medifax copies for all present.

Sharyn Vogel advised Greening of America that the previous tree of lights was too small and inappropriate. They will attempt to sell the tree for us and put up something with more presence. Sylvia SmithJohnson reminded the group that construction will begin in front of the hospital in November, which may affect the decorations. There was discussion as to whether this construction would mean taking down the small trees along the curb which had been wrapped with permanent lights and had electricity extended to them at great expense. Sylvia felt that it was most probable that the trees would go, and Sharyn asked that the Auxiliary be advised so that the lights can be removed and saved. Sharyn Vogel will order the lobby decorations in place by Dec. 1st, and it is probable, at this point, that the tree lighting ceremony to accompany the raffle will have to take place in the lobby.

New Business: Lorraine announced that MAHA will hold its annual convention in Ocean City at the Princess Royale on Oct. 19-21. Thursday morning would be of particular interest since the topic is gift shops and fundraising. If

Aux. minutes
Sept. 14, 1993
Pg. 3

anyone wishes to go down on Wednesday and attend the Thursday session, the Auxiliary would pay the \$35 fee, and the cost of a double room would be \$64.89. The \$35 includes breakfast and lunch.

Lorraine noted that we will need flyers to put on bulletin boards and for payroll stuffers. Lorraine Gray agreed to work on these.

Lorraine stated that June Winkler will do the first orientation on Oct.13. New members will be asked to contribute 50 hours in a year, with the first 30 hours in a 6 month provisional period so that the Auxiliary can be a presence, helping hands, in the hospital. The list of service opportunities is attached. Lorraine would like three or four auxiliaries to volunteer to be trained by June in the various areas so that they can later orient new auxiliaries to the position. Betty Robinson offered to participate.

Lorraine stated that the Auxiliary should have a distinct uniform and badge. Sylvia SmithJohnson offered to explore options that would be compatible with other uniforms in the hospital.

There being no further business, the meeting was adjourned.

	7/1/93	Current
BALANCE:	\$ 281571.35	\$ 270686.58
	Budget	Year to Date
RECEIPTS	I=====I	I=====I
Cash on hand	\$ 0.00	\$ 0.00
Dues	2000.00	830.00
Interest/dividends	9000.00	1625.53
First Foto	7000.00	940.80
Gift Shop	75000.00 *	0.00
Other (Includes Benefit Gross)	1000.00	0.00
	I-----I	I-----I
TOTAL RECEIPTS	\$ 94000.00	\$ 3396.33
DISBURSEMENTS		
Operating		
President	\$ 100.00	\$ 0.00
Treasurer	500.00	20.00
Office Supplies & Mailings	500.00	284.63
MAHA Dues	50.00	0.00
Ways & Means (Inc. Benefit adv)	400.00	495.00
Hospitality	800.00	247.60
Acknowledgements/Gifts	250.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 2600.00	\$ 1047.23
Educational		
Delegates to Meetings	\$ 200.00	\$ 0.00
Newsletter	100.00	0.00
Program	100.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 400.00	\$ 0.00
Gifts to Hospital		
Francis Arnold Nursing Award	\$ 100.00	\$ 0.00
Volunteer Awards Luncheon	3000.00	156.00
Volunteer services	2500.00	1500.00
Social Services	4000.00	2000.00
Hospital Projects	81000.00	9577.87
Holiday Gifts	400.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 91000.00	\$ 13233.87
TOTAL DISBURSEMENTS	\$ 94000.00	\$ 14281.10
ASSETS	Start	Current
	I=====I	I=====I
1st Nat. Bank of Md.	\$ 55543.41	\$ 43345.78
Provident Bank (Sav. Acct)	77606.41	78010.36
(open)	0.00	0.00
State Employee Credit Union	30543.43	30640.71
Legg Mason CD	63000.00	58000.00
Legg Mason CMO	45562.50	39646.55
Legg Mason MM/Cash	9315.60	21043.18
	I-----I	I-----I
TOTAL ASSETS	\$ 281571.35	\$ 270686.58

AUX.U of MD.INC., TREASURER'S REPORT

JUNE 30, 1993
YEAR END

BALANCE:

7/1/92

Current

\$ 208982.22 \$ 281571.35

RECEIPTS

Budget

Year to Date

I=====I=====I

Cash on hand	\$ 0.00	\$ 0.00
Dues	1000.00	1240.00
Interest/dividends	15000.00	7247.98
First Foto	5000.00	7741.44
Gift Shop	100000.00 *	100000.00
Other (Includes Benefit Gross)	50.00	3650.58

I-----I-----I

TOTAL RECEIPTS	\$ 121050.00	\$ 119880.00
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DISBURSEMENTS

Operating

President	\$ 100.00	\$ 0.00
Treasurer	500.00	585.00
Office Supplies & Mailings	500.00	701.08
MAHA Dues	50.00	50.00
Ways & Means (Inc. Benefit adv)	500.00	1079.40
Hospitality	800.00	771.50
Acknowledgements/Gifts	200.00	262.63

I-----I-----I

SUBTOTAL	\$ 2650.00	\$ 3449.61
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Educational

Delegates to Meetings	\$ 200.00	\$ 180.00
Newsletter	100.00	0.00
Program	100.00	0.00

I-----I-----I

SUBTOTAL	\$ 400.00	\$ 180.00
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Gifts to Hospital

Francis Arnold Nursing Award	\$ 100.00	\$ 100.00
Volunteer Awards Luncheon	3000.00	2968.10
Volunteer services	2500.00	2500.00
Social Services	4000.00	4000.00
Hospital Projects	58000.00	33900.26
Holiday Gifts	400.00	192.90

I-----I-----I

SUBTOTAL	\$ 68000.00	\$ 43661.26
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TOTAL DISBURSEMENTS	\$ 71050.00	\$ 47290.87
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ASSETS

Start

Current

I=====I=====I

Federal Reserve (T-Bills)	\$ 0.00	\$ 0.00
1st Nat. Bank of Md.	121348.07	55543.41
Provident Bank (Sav. Acct)	1464.00	77606.41
Merchantile S.D. & T (C.D.)	86170.15	0.00
State Employee Credit Union	0.00	30543.43
Legg Mason CD	0.00	63000.00
Legg Mason CMO	0.00	45562.50
Legg Mason MM/Cash	0.00	9315.60

I-----I-----I

TOTAL ASSETS	\$ 208982.22	\$ 281571.35
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NOTE: Net Income from W&M Theatre was \$651.00

Net Income from W&M Shoe Sale was \$1920.18

\UMSA0693



The Auxiliary of University of Maryland Hospital, Inc.
22 South Greene Street • Baltimore, Maryland 21201-1595
Phone: Volunteer Office 410 328-5600

1993 - 1994 CALENDAR

SEPTEMBER	GENERAL MEETING - Sept. 14
OCTOBER	GENERAL MEETING/ORIENTATION - Oct. 13 RECEPTION/SPEAKER - Oct. 27, 5:30 PM DAVIDGE HALL
NOVEMBER	GENERAL MEETING/ORIENTATION - Nov. 18
DECEMBER	HOLIDAY TREE LIGHTING CEREMONY/RAFFLE DECEMBER 1, 5:30 PM HOLIDAY BASKETS - Dec. 15 DELIVERY - Dec. 16 & 17
JANUARY	GENERAL MEETING - Jan. 12
FEBRUARY	GENERAL MEETING/ORIENTATION - Feb. 9 RECEPTION/SPEAKER - Feb. 16 or 23
MARCH	GENERAL MEETING/ORIENTATION - March 9
APRIL	SPECIAL SOCIAL ACTIVITY VOLUNTEER WEEK
MAY	ANNUAL MEETING - May 11



The Auxiliary of University of Maryland Hospital, Inc.

22 South Greene Street • Baltimore, Maryland 21201-1595

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OFFICERS AND COMMITTEE CHAIRS 1993-1994

PRESIDENT	Lorraine Fiset	252-8642
VICE-PRESIDENT	Betty Robinson	323-4938
SECRETARY	Elizabeth Shire	328-5600 337-7548
TREASURER	Nancy Brown	666-7097
Governor 1 year	Lorraine Gray	301-277-4799
Governor 2 year	Grace Merlis	889-6787
FINANCE CO-CHAIRS	Sharyn Vogel Jackie Johnson	433-3251 494-9431
FUND DEVELOPMENT CHAIR	June Winkler	328-5600 744-7956
ARCHIVES CHAIR	Grace Merlis	889-6787
MEMBERSHIP CO-CHAIRS	Ann Virginia Rasmussen Lorie Pater	647-2750 328-2754 356-9062
ARTS & CRAFTS CHAIR	Eleanor Lynn	433-5200
HOLIDAY BASKETS CHAIRS	Ruby Minnin	732-2689

The Auxiliary of University of Maryland Hospital, Inc.

GENERAL MEETING

November 18, 1993

Present: Jacqueline Johnson, Lorie Pater, Lorraine Fiset, Elizabeth Shire, Margaret Sebly, Henrietta Kolb, Betty Robinson, Lorraine Gray, Nancy Farmer, Sharyn Vogel and Ann Virginia Rasmussen.

Lorraine Fiset opened the meeting by asking everyone to introduce themselves to the three prospective new members who joined us for an orientation to the auxiliary. The guests were **Beth Burns**, with Information Systems, **Zelda Carter**, from Food and Nutrition, and **Denise Zacharski**, with Neurosurgery. Lorraine conducted a brief orientation which covered the grant request process and philosophy, the history of the auxiliary, committees open to new members, activities in which the auxiliary engages such as fundraising and social affairs and the process and requirements for membership. After a short break for refreshments the guests left, and the regular business meeting began.

Minutes: The minutes of the September 14th meeting were read and approved.

Treasurer's Report: The treasurer's report is attached. Lorraine reported for Nancy Brown. Dues, including donations, total \$495. Ann Virginia Rasmussen noted that her records reflect this total to be \$325. Other donations were \$500 donated for quilt tickets, \$817 for the raffle and \$1908 more from the gold sale totaling \$3225. Lorraine has written over 150 letters to department heads asking them to support the raffle.

Finance Committee: Sharyn Vogel reported that she has fired Greening of America, since they would not take back the unacceptable tree of lights, and has hired Garland Tent & Event Company to handle the Christmas decorations. The cost will be \$1300 to put up and take down the decorations. Storage will be determined later. Chuck, in Engineering, will see that the trees are up and lit. The director of the art project moved out of town suddenly, and Sharyn will follow up with any departments with art still pending. Dr. Rapaport will pull the switch for the tree lighting on Dec. 1st, and Sharyn will make sure that the electrical connections are in place for this.

Fund Development: Lorraine noted that the letters regarding requests have been sent to department heads.

Membership: Ann Virginia Rasmussen reported that in November there were \$1600 in dues and \$325 in donations. She also called attention to the fact that several members who are unable to attend meetings because of age or location have expressed an interest in some sort of newsletter. It was agreed that Ann Virginia will send a Christmas letter based on information which Lorraine will provide.

Archives: Betty reported that she and Grace are working on emptying and cleaning the files in the volunteer office in preparation for the move to the new location.

Aux. Minutes

Nov. 18, 1993

pg. 2

Old Business: Samples of uniforms will be available for the January meeting. Also, a name change must be considered soon since University Hospital is no longer a correct term for the institution. Some suggestions for a new name include

friends/guild/alliance/society/league/partnership/order/patrons/
companions/sustainers/hosts/hospitality/humanitarians/guardians/
benefactors/supporters

On October 27th the recruitment event was held, and the speaker was Nelson Sabatini, Secretary of Health for the state of Maryland. He was extremely knowledgeable, and his remarks were appreciated by a quality audience which included Dr. Rapoport.

Holiday baskets for the patients will be made at Hidden Waters on December 15th. Invitations will be sent out and lunch will be provided.

New Business: Lorraine will use the "Criss-Cross" directory or city maps to determine whom to invite to the next cultivation event.

There was discussion of whether the auxiliary should hold another fund raising event such as a dinner theater or lecture, and it was thought that both were possible. Some suggestions for guest speakers for such an event were Mayor Schmoke, Helen Bently, Mary Pat Clarke and Phoebe Stanton, architectural critic.

As there was no further business, the meeting was adjourned.

	7/1/93	Current
BALANCE:	\$ 281571.35	\$ 321277.32

	Budget	Year to Date
	I=====I	I=====I
RECEIPTS		
Cash on hand	\$ 0.00	\$ 0.00
Dues	2000.00	2020.00
Interest/dividends	9000.00	4994.39
First Foto	7000.00	2110.08
Gift Shop	75000.00 *	50000.00
Other (Includes Benefit Gross)	1000.00	3225.67
	I-----I	I-----I
TOTAL RECEIPTS	\$ 94000.00	\$ 62350.14

DISBURSEMENTS

Operating

President	\$ 100.00	\$ 0.00
Treasurer	500.00	529.00
Office Supplies & Mailings	500.00	595.08
MAHA Dues	50.00	0.00
Ways & Means (Inc. Benefit adv)	400.00	523.22
Hospitality	800.00	293.50
Acknowledgements/Gifts	250.00	34.00
Membership Drive	10000.00	7430.50
	I-----I	I-----I
SUBTOTAL	\$ 12600.00	\$ 9405.30

Educational

Delegates to Meetings	\$ 200.00	\$ 0.00
Newsletter	100.00	0.00
Program	100.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 400.00	\$ 0.00

Gifts to Hospital

Francis Arnold Nursing Award	\$ 100.00	\$ 0.00
Volunteer Awards Luncheon	3000.00	156.00
Volunteer services	2500.00	1500.00
Social Services	4000.00	2000.00
Hospital Projects	71000.00	9582.87
Holiday Gifts	400.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 81000.00	\$ 13238.87

TOTAL DISBURSEMENTS	\$ 94000.00	\$ 22644.17
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ASSETS

	Start	Current
	I=====I	I=====I
1st Nat. Bank of Md.	\$ 55543.41	\$ 90859.62
Provident Bank (Sav. Acct)	77606.41	78422.10
	0.00	0.00
State Employee Credit Union	30543.43	30833.04
Legg Mason CD	63000.00	54710.00
Legg Mason CMO	45562.50	42863.72
Legg Mason MM/Cash	9315.60	23588.84
	I-----I	I-----I
TOTAL ASSETS	\$ 281571.35	\$ 321277.32

\$ 1525 Dues
495 Donations
2020

Other donation
\$ 500 donation
Legg Mason +
TV Stations
\$ 1908.67 Gold Sale
\$ 817 raffle tickets
- quilt + photos

Still owe approx
\$50,000 from last
year Hosp. Project
the bill from hospital
yet

The Auxiliary of University of Maryland Hospital, Inc.
22 South Greene Street
Baltimore, Maryland 21201-1595

GENERAL MEETING - MARCH 9, 1994

AGENDA

Minutes of Board Meeting, February 9, 1994

Treasurer's Report

Committee Reports

Finance
Fund Development
Membership
Archives
Program

Old Business

Badges and Coats
Dinner Theater
Name for Nursing Education Scholarship
Budget
Auxiliary Office

New Business

April meeting -- Orientation
Upcoming MAHA Meetings
Diane Moriguchi
Annual Meeting

THE AUXILIARY OF UNIVERSITY OF MARYLAND HOSPITAL, INC.

MINUTES OF THE GENERAL MEETING

MARCH 9, 1994

Present: Lorraine Fiset, Margaret Sebly, Nancy Brown, Mardell Manning, Selma Kennedy, June Winkler, Liz Shire, Betty Robinson, Zelda Carter, Lorraine Gray, Sylvia SmithJohnson, Jackie Johnson, Sharyn Vogel, Kathy Stewart, Debbie Bryk and Karen Rottman.

The meeting, which was held in the small private dining room, was opened at 10:05 by Lorraine Fiset. The minutes of the February meeting were read and approved.

Treasurer's Report: Nancy Brown reported that First Foto income is a little low. Sylvia SmithJohnson noted that OB volumes are down. June Winkler will bring a report to the next meeting with numbers of pictures taken, not paid, etc. The gift shop has \$25,000 in the bank to give to the Auxiliary. The cabinet ordered last year and the new office furniture have been paid for. The raffle totals were low, and Lorraine Fiset felt that efforts were hampered by the inability to send tickets to sell to all members in the mail. The majority of the bills for projects in fiscal year '93 were just paid. Sylvia noted that UMMS is hesitant to give a bill until all projects are completed. June and Nancy felt that billing project by project would be easier for budgeting and reporting purposes. Membership funds will be carried over to next year for Phase II of the membership drive.

Finance: Jackie Johnson is waiting for requests to come in and will be in touch with Lynn about the old projects. New letters went out on March 1, 1994 and are due back by April 15th. Lorraine referred to the attached budget and suggested that the Auxiliary might want to consider purchasing a small copier for the Auxiliary and Volunteer offices. A Nursing Education Scholarship of \$1500 will replace the Frances Arnold award. Lorraine, Betty and the Finance committee are meeting with the school of nursing today to discuss details. This award would be given for the first time in 1995.

Fund Development: June Winkler reported that monies from the gold sale are still coming from payroll, and that other monies are coming from National Gold and Silver. The gift shop did \$16,000 on Valentines Day, the biggest day in its history. If there were more space, it could do more business. June noted that the shop is one of only two in the Baltimore area to carry collectibles from Sarah's Attic. New cash registers are being priced.

Aux. Minutes

3/9/94

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Membership: Nancy Brown reported for Ann Virginia Rasmussen, who was not able to be present. \$1875 in dues and \$320 in donations have been collected. Of the '94 statements, 75 have paid (80% of last years membership). Nancy noted that a second mailing had brought a new influx of dues.

Archives: Betty Robinson reported that their work is nearly complete and that as soon as Grace Merlis returns home the file will be sent to the office. Lorraine Gray expressed concern about Mrs. Elkins whose husband is going into hospice care. Lorraine will send her a note on behalf of the Auxiliary. Rosters will be distributed at the Annual Meeting for those who have not received them.

Program: Allison Wood is working on invitations to the dinner theater. Tickets will be \$30, 6 or 7 of which will benefit the Auxiliary. This is designed to be more of a social than a fund raising event. The production will be Phantom of the Opera. Nancy Brown noted that invitations should go out by the 15th in order to give one month's notice.

Old Business: New badges were distributed to those who had not yet received them. The new jackets arrived, and it was agreed that they should be worn, with the badge, whenever doing service for the Auxiliary. The phone number for the Auxiliary in the new office is 328-1227. Lorie Pater has requested voice mail. Lorraine Fiset is writing Dr. Rapoport to thank him for the space. June Winkler spoke with Joe Byer who said that shelves holding up to 100 pounds can be put on the walls. Sylvia suggested that AJ Stationers, who did a hutch type arrangement for her secretary, be contacted about the shelves. Mardel Manning commented that the bathroom is missed, but it was agreed that nothing can be done to provide a new one.

New Business: Lorraine Fiset asked about the Volunteer Luncheon, and June reported that instead of a formal luncheon there would be daily activities to reach more volunteers. June would want auxiliaries to participate and will advise of the schedule. Because of the many activities in progress, there will be no general meeting in April. The Annual Meeting will take place on May 11th, at 10am at Hidden Waters. There will be a business meeting followed by a noon lunch and a speaker. Lorraine would like to have another new member orientation soon, but notes that it is difficult for employees to find time. Nancy Brown suggested a brown bag lunch meeting for this purpose.

Aux. Minutes

3/9/94

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Lorraine Fiset mentioned that Diane Moriguchi has moved to Minnesota. She did a lot of work for the Auxiliary and is quite ill. A motion was made and passed to make Diane an Honorary member. Mardel Manning offered to get a card for her and have it signed at the Annual Meeting.

Lorraine also reported that two MAHA meetings were coming up, an annual meeting on April 7th in Hunt Valley from 9am - 2pm, costing \$23 per person and including lunch, and a Region 1 meeting at

Montebello on March 23rd. June felt that the Annual Meeting has value and Lorraine would like to go.

Nancy Brown will be away for a great deal in the spring and expressed concern about check writing while she is gone. June will review the signature cards.

Information about the Volunteer Auxiliary Leadership Conference which will be from April 30th - May 4th in Charleston, South Carolina was distributed to members present.

Jackie Johnson said that the lady ^{deanor hymn.} who brings in the artificial flower arrangements received two thank you notes from Rochelle Butler, the Gift Shop manager. She was extremely touched, since she had never before been thanked for her efforts, and thinks the world of Rochelle.

June noted that the new president of UMAB will be installed some time between November 3rd and November 11th, and it would be best not to plan any activities during this period.

It was agreed that the requests for funds are meant for clinical departments and that all requests should be passed on to the Finance committee.

June noted that the current construction in front of the main hospital will continue at least until May and that the front entrance lot and circle will keep changing. Also, the Operations offices will move from the B wing of the South building to the area in Trauma above the Hyperbaric Chamber.

Volunteer Week this year is April 18th through the 22nd.

The general meeting was adjourned, and the Executive Board was asked to stay on for a short meeting.

March 2, 1994 Treasurer's Report

Explanation of Report

Receipts

Dues--- \$2445 Budgeted \$2000 Dues actual \$1875
Donations \$570 [includes \$250 - Sabatini]
Other--- Includes \$1303 Raffle Tickets plus
\$500 donation from A.J. Stationers & Legg Mason
Gold Sale \$1909

Disbursements

Office Supplies & Mailings Budget \$500 Spent \$937.18
Includes - file cabinet for archives, printing of envelopes
furniture for new office

Ways and Means

Raffle Expenses and Profit
Sale of Tickets \$1303.00
Donations [A.J. & Legg Mason] \$500.00
Cost of Quilt & Photos \$529.51
Net Profit \$1273.49

Membership Drive Expenses includes

\$5922 interview of members & inset to MEDIFACTS
\$1469 Honorarium for speaker, reception and audio
\$7431 Total expenses to date Budget \$10,000

Hospital Projects

\$66637 includes carryover of \$64499 from fiscal 1992-1993
projects. Other expenses \$2138 Holiday decorations & repair
of plaque.

Assets

Legg Mason accounts total approximately \$122,673.72 asset
value. The yield for the seven months is approximately 6 1/2
percent.

MARCH 3, 1994

	7/1/93	Current
BALANCE:	\$ 281571.35	\$ 265405.65

RECEIPTS	Budget	Year to Date
	I=====I	I=====I
Cash on hand	\$ 0.00	\$ 0.00
Dues	2000.00	2445.00
Interest/dividends	9000.00	8119.71
First Foto	7000.00	3393.60
Gift Shop	75000.00 *	50000.00
Other (Includes Benefit Gross)	1000.00	3711.67
	I-----I	I-----I
TOTAL RECEIPTS	\$ 94000.00	\$ 67669.98

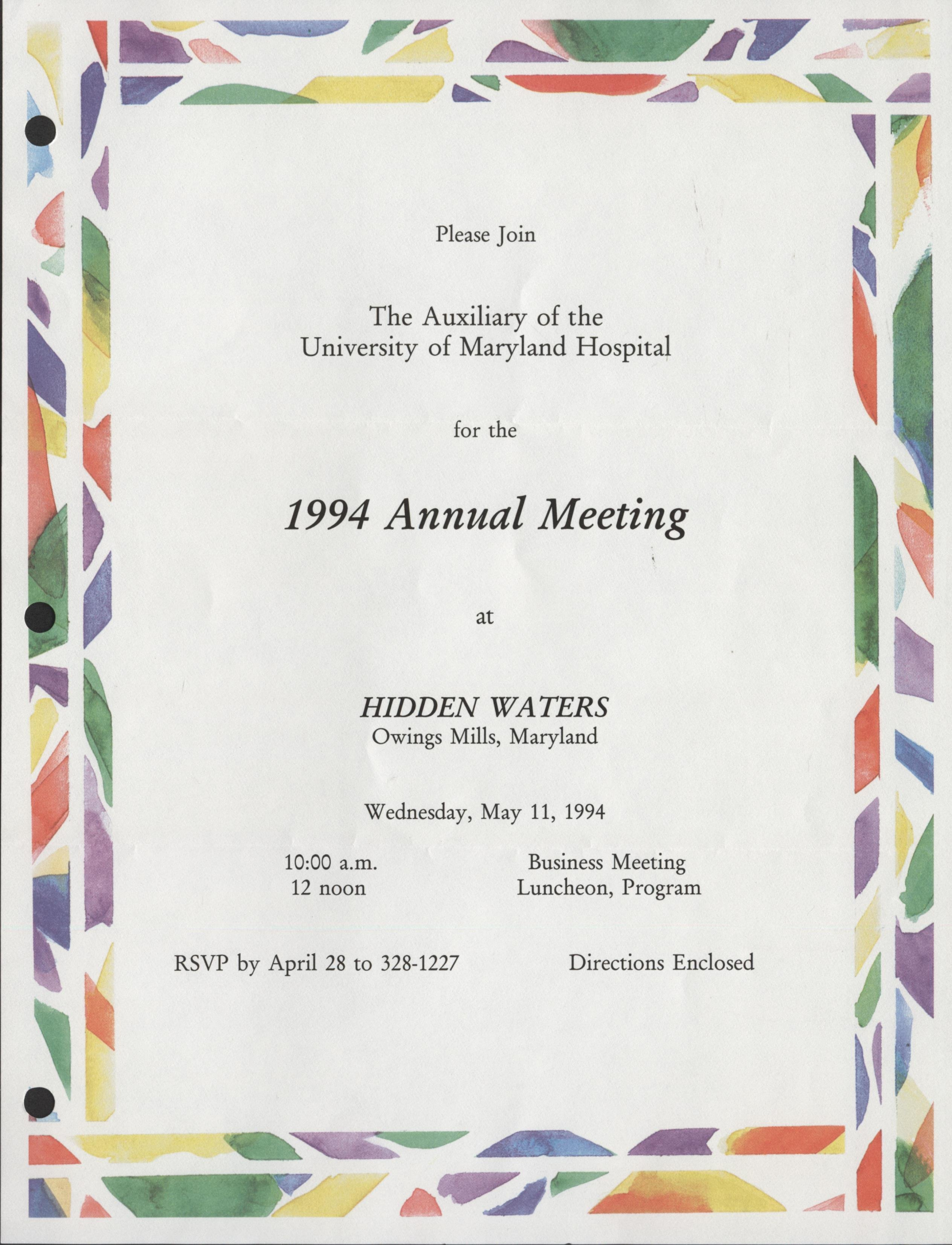
DISBURSEMENTS		
Operating		
President	\$ 100.00	\$ 0.00
Treasurer	500.00	529.00
Office Supplies & Mailings	500.00	937.18
MAHA Dues	50.00	0.00
Ways & Means (Inc.Benefit adv)	400.00	529.51
Hospitality	800.00	410.80
Acknowledgements/Gifts	250.00	139.85
Membership Drive	10000.00	7430.50
	I-----I	I-----I
SUBTOTAL	\$ 12600.00	\$ 9976.84

Educational		
Delegates to Meetings	\$ 200.00	\$ 303.20
Newsletter	100.00	0.00
Program	100.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 400.00	\$ 303.20

Gifts to Hospital		
Francis Arnold Nursing Award	\$ 100.00	\$ 0.00
Volunteer Awards Luncheon	3000.00	156.00
Volunteer services	2500.00	2500.00
Social Services	4000.00	4000.00
Hospital Projects	71000.00	66637.37
Holiday Gifts	400.00	262.27
	I-----I	I-----I
SUBTOTAL	\$ 81000.00	\$ 73555.64

TOTAL DISBURSEMENTS	\$ 94000.00	\$ 83835.68
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ASSETS	Start	Current
	I=====I	I=====I
	\$ 0.00	\$ 0.00
1st Nat.Bank of Md.	55543.41	32288.39
Provident Bank (Sav. Acct)	77606.41	79219.01
	0.00	0.00
State Employee Credit Union	30543.43	31224.53
Legg Mason CD	63000.00	64310.30
Legg Mason CMD	45562.50	57197.57
Legg Mason MM/Cash	9315.60	1165.85
	I-----I	I-----I
TOTAL ASSETS	\$ 281571.35	\$ 265405.65



Please Join

The Auxiliary of the
University of Maryland Hospital

for the

1994 Annual Meeting

at

HIDDEN WATERS
Owings Mills, Maryland

Wednesday, May 11, 1994

10:00 a.m.
12 noon

Business Meeting
Luncheon, Program

RSVP by April 28 to 328-1227

Directions Enclosed

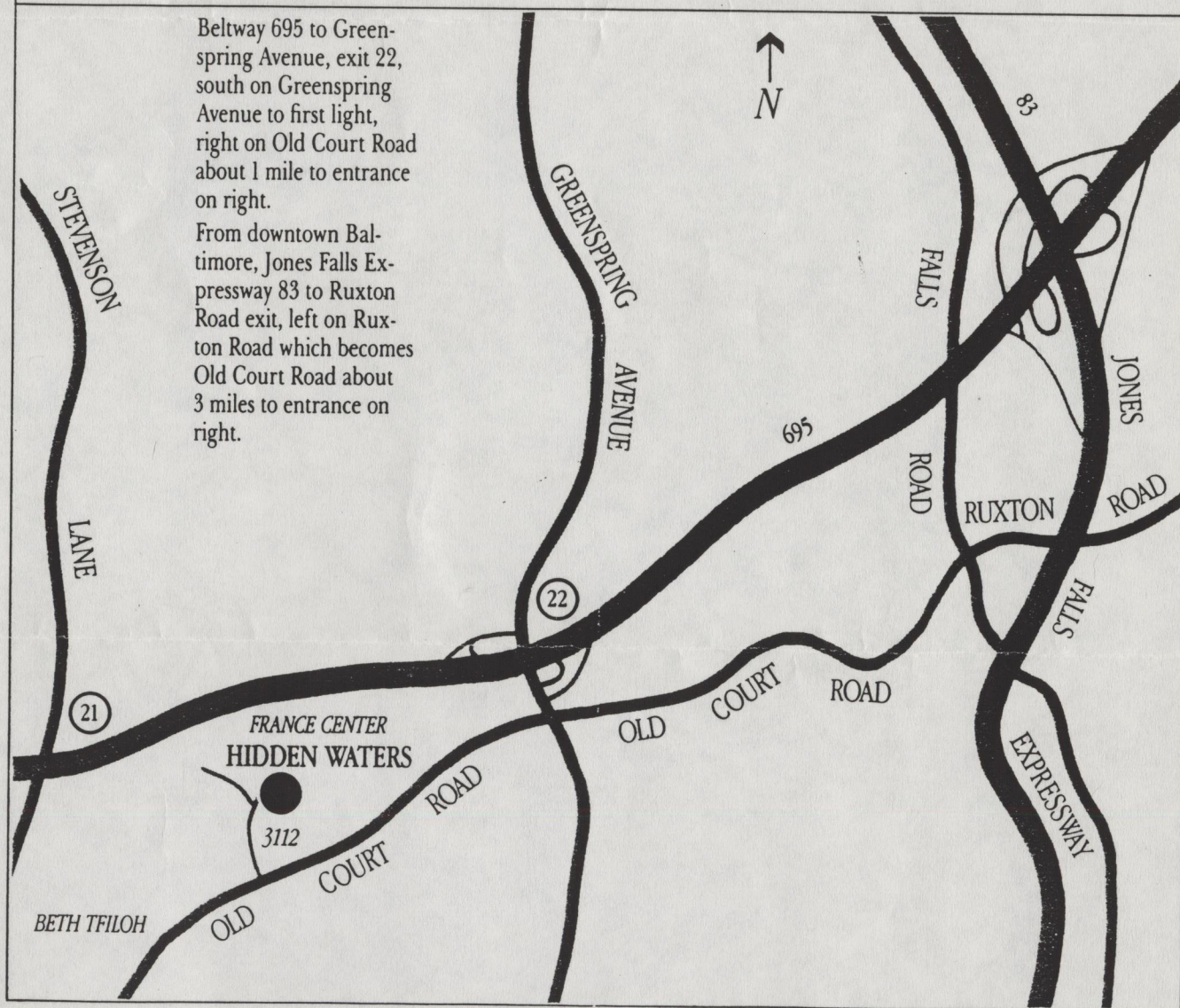
HIDDEN WATERS



DIRECTIONS

Beltway 695 to Greenspring Avenue, exit 22, south on Greenspring Avenue to first light, right on Old Court Road about 1 mile to entrance on right.

From downtown Baltimore, Jones Falls Expressway 83 to Ruxton Road exit, left on Ruxton Road which becomes Old Court Road about 3 miles to entrance on right.



THE AUXILIARY OF UNIVERSITY OF MARYLAND, INC.

Minutes of the Annual Meeting

May 11, 1994

Present: Elizabeth Shire, Lorraine Gray, Louisa Dillard, Vivian Elkins, Mary Gray Cobey, Barbara Sutton, Evie Herold, Nancy Farmer, Betty Robinson, Sylvia SmithJohnson, Kathy Stewart, Karen Rottman, Zelda Carter, Ann Virginia Rasmussen, Selma Kennedy, Margaret Sebly, Mardell Manning, Nancy Brown, June Winkler, Lorraine Fiset, Elaine Kennedy, Ruby Minnin, Henrietta Kolb, Florence Yaffe, Jacquelyn Johnson, Sharyn Vogel, Beth Burns and Jane Lentz. Guests were Susan Doleschal, Lola Hand and Eleanor De Venecia.

The Annual Meeting, which was held at Hidden Waters, was opened at 10am with the reading of the minutes from the March general meeting, as the minutes from the 1993 Annual Meeting were not available. With two corrections, the minutes were approved.

Treasurer's Report: Nancy Brown reported that the Auxiliary collected sufficient dues only because of donations which were made. She said that the interest accounts are doing well. First Foto made less money, but there are less babies. Office supplies were over budget, largely due to furnishing the new Auxiliary office and ordering jackets for auxilians. Ways and Means paid out dollars to make dollars. The dinner theater outing netted a profit of \$136, and the raffle netted \$1293. \$64,499 has been paid out for hospital projects, but most of this is really from last year. The final report will be made on June 30, the end of the Auxiliary's fiscal year.

Finance Committee Report: Jackie Johnson explained that the budget item for a file clerk is not firm at this time. Evie Herold feels that any regional and national conference participation should be funded. It was agreed that this can be voted as the need occurs. Lorraine Fiset explained that the money for the Francis Arnold award was originally given to the Auxiliary as a lump sum in 1972, with the intention that it be awarded until all funds were exhausted, and that it is long gone. She feels that the new Auxiliary scholarship should go to a student in the second or third year of nursing school for expenses. The nursing school would choose a deserving student. Jackie read a draft of the letter to the school which stipulated that the Auxiliary prefers a Maryland resident in a clinical program. This was approved. A motion was made and passed to approve the budget. Sharyn Vogel has request for \$270,774 and has \$70,000 to spend. June Winkler pointed out that the wish list is good visibility for the Auxiliary.

President's Report: The President's report was read by Lorraine Fiset. She thanked Dr. Rapoport for the new office and asked for more store room space for the Gift Shop.

Fund Development: June Winkler reported that the Gift Shop did \$108,000 bottom line improvement over last year. The new cash registers will soon arrive and will require some reconfiguration of the storeroom. The December, 1993 gold sale was the biggest yet. \$4589 is still owed from July, and if this is not paid, the next scheduled sale will not go forward. First Foto was operating at a loss and absorbing it. From now on they will not accept orders that are not prepaid, and the Auxiliary will receive 25%. This will be a 6 month trial.

Membership: Ann Virginia Rasmussen reported that \$2520 has been received in dues, with 78 paid members, 9 of them new. Those who have not renewed in two years and have not responded to two notices are put in the dormant file.

Nominating: Betty Robinson deferred to Lorraine Fiset, who advised the group that in the spring the nominating committee had great difficulty in coming up with a slate of officers. She added that for the last 6 years there have not been enough active members to carry out many of the goals and plans of the Auxiliary. The internal campaign was successful and a good beginning to increase participation, but Lorraine feels that a way must be found to continue this effort and that recruitment takes time and expertise. She noted that such expertise already exists in the Volunteer Services department and suggested that the Auxiliary let Volunteer Services apply its know-how to the recruitment of auxiliaries. Lorraine added that the strength of the Auxiliary is in fundraising, and that its weakness is the lack of sufficient programs to attract members.

Lorraine proposed a plan that would entail integrating the Auxiliary with the Volunteer office but maintaining the history and financial independence of the organization. Five people have agreed to work on the transition team. They are: Nancy Brown, Elaine Kennedy, Sharyn Vogel, Betty Robinson and Lorraine Gray. Lorraine ended by saying that the Auxiliary needs to change the way it operates to ensure future success. June Winkler added that the Auxiliary funds and name must remain independent and presented some service opportunities. Nancy Brown will keep the books during the transition and Lorraine Fiset will take over the investments.

Nancy Brown noted that it is important to hold scheduled meetings in order to maintain current interest and momentum. Betty Robinson added that as a corporation the Auxiliary must have at least 3 officers, a president, vice-president and treasurer. Lorraine replied that the committee will assign titles and that she will be a consultant. Nancy Brown suggested that those present volunteer to help, but Sylvia Smith-Johnson thought it better to wait until the committee meets, gets organized and presents to the members

Annual Meeting
Minutes
Pg.3

what kind of help is most needed. Lorraine Fiset felt that meetings with a program and a speaker would be helpful. Betty Robinson agreed, noting that in looking through the archives she found that past meetings usually had speakers.

A motion was made and passed to accept the proposal to have the committee direct the Auxiliary and the Volunteer office begin to recruit. Betty Robinson asked if there needed to be any changes to the by-laws, and Lorraine replied that after a year or two of this plan the by-laws can be revised if necessary. She added that the committee needs to meet soon to make decisions.

New Business; June Winkler reported that the last Frances Arnold award was given to Joni Dayard at Towson State University on 5/20/94 in the amount of \$100.

Liz Shire reported an opportunity to volunteer in the UMMC as a caring visitor. Extensive training will be provided.

The meeting was adjourned at 11:35 am. and followed by a delicious lunch. Betty Robinson, on behalf of the Auxiliary, presented Lorraine Fiset with a mirror plaque with Davidge Hall and a flower arrangement as an expression of appreciation.

Respectfully Submitted

Elizabeth Shire
Secretary



The Auxiliary of University of Maryland Hospital, Inc.

22 South Greene Street • Baltimore, Maryland 21201-1595

Phone: Volunteer Office 410 328-5600

PRESIDENT'S REPORT

ANNUAL MEETING , MAY 11, 1994

At a special meeting of the Auxiliary convened last July, the membership voted to support a major effort to recruit new members. A budget of \$10,000.00 was approved to be spent for the following: (1) the publication of a four page Auxiliary Special to appear as an insert in the September 1993 issue of MEDIFACTS describing the work and mission of the Auxiliary, (2) a fall program with guest speaker and reception , and (3) any other expenses incurred in the recruitment process.

As part of phase one of the recruitment process, the insert was distributed throughout the Medical System in September with the idea of informing employees of our activities and encouraging them to join. In the Spring, additional copies were delivered to all the departments in the Medical School. Since none of the material in the Auxiliary Special is dated, the publication can be used in the future for other recruitment efforts in the community at large.

Again to stimulate interest in our work, the Auxiliary invited Nelson Sabatini, Maryland Secretary of Health and Mental Hygiene, to speak about health reform in Maryland. His talk, which was given in Davidge Hall on October 27, 1993, was preceded by a catered reception. Members of the staff and administration joined Auxilians and their guests for a pleasant pre-dinner interlude.

An Amish quilt which was purchased in July near Lancaster, PA was raffled on December 1st in the lobby of the hospital as part of a holiday tree lighting ceremony in which Dr. Rapoport participated. Refreshments were served. Ticket sales were conducted through the fall in the lobby and rotunda and netted \$1273.

Our winter meetings were severely curtailed by icy and snowy weather conditions, but nevertheless we were able to meet with and welcome several new members. They are Zelda Carter, Beth Burns, Debbie Bryk, Karen Rottman, Kathleen Stewart, Allison Wood, and Denise Zacharski. All are employed at UMMS.

The move of the offices of the Department of Volunteer Services to the D wing of the south hospital provided a very welcome benefit to the Auxiliary -- a small private office within the confines of the Volunteer office space. It has been furnished with a desk, two chairs, filing cabinets and a private phone line. It is a wonderful quiet location in which we can conduct our business and keep our records.

As I leave this office today, I wish to extend my sincerest thanks to all of you who have supported me and our projects over the last two years especially our officers, Betty Robinson, Nancy Brown, and Liz Shire as well as June Winkler who as "Johnny on the Spot" has cheerfully taken care of many details that always seem to end up on her desk.

The successful continuation of our mission to the Hospital and its patients requires a stable base of active and dedicated members. We must concentrate on enlarging our membership roll and making participation in the Auxiliary a stimulating and rewarding effort. It is a goal that must be achieved and which can be achieved if we all do our part.

May 10, 1994 Treasurer's Report

Explanation of Report

Receipts

Dues-- \$2520 Budgeted \$2000 Dues actual \$1950
Donations \$570 [includes \$250 - Sabatinil
Other-- Includes \$1323 Raffle Tickets plus
\$500 donation from A.J. Stationers & Legg Mason
Gold Sale \$10,870-- [an additional \$8,931.61 this
report]

Disbursements

Office Supplies & Mailings Budget \$500 Spent \$2085
Includes - file cabinet for archives, printing of envelopes
furniture for new office, and jackets.

Ways and Means

Raffle Expenses and Profit
Sale of Tickets \$1323.00
Donations [A.J. & Legg Mason] \$500.00
Cost of Quilt & Photos \$529.51
Net Profit \$1293.49

Dinner Theatre-- Profit \$136.00

Membership Drive Expenses includes

\$5922 interview of members & inset to MEDIFACTS
\$1469 Honorarium for speaker, reception and audio
\$7431 Total expenses to date Budget \$10,000

Hospital Projects

\$66637 includes carryover of \$64499 from fiscal 1992-1993
projects. Other expenses \$2138 Holiday decorations & repair
of plaque plus \$500.00 1993-94 expenses.

	7/1/93	Current
BALANCE:	\$ 281571.35	\$ 275591.09
	Budget	Year to Date
RECEIPTS	I=====I	I=====I
Cash on hand	\$ 0.00	\$ 0.00
Dues	2000.00	2520.00
Interest/dividends	9000.00	10347.04
First Foto	7000.00	4448.64
Gift Shop	75000.00 *	50000.00
Other (Includes Benefit Gross)	1000.00	13173.28
	I-----I	I-----I
TOTAL RECEIPTS	\$ 94000.00	\$ 80488.96
DISBURSEMENTS		
Operating		
President	\$ 100.00	\$ 0.00
Treasurer	500.00	574.00
Office Supplies & Mailings	500.00	2085.06
MAHA Dues	50.00	50.00
Ways & Means (Inc.Benefit adv)	400.00	903.51
Hospitality	800.00	737.80
Acknowledgements/Gifts	250.00	183.51
Membership Drive	10000.00	7430.50
	I-----I	I-----I
SUBTOTAL	\$ 12600.00	\$ 11964.38
Educational		
Delegates to Meetings	\$ 200.00	\$ 349.20
Newsletter	100.00	0.00
Program	100.00	0.00
	I-----I	I-----I
SUBTOTAL	\$ 400.00	\$ 349.20
Gifts to Hospital		
Francis Arnold Nursing Award	\$ 100.00	\$ 100.00
Volunteer Awards Luncheon	3000.00	156.00
Volunteer services	2500.00	2500.00
Social Services	4000.00	4000.00
Hospital Projects	71000.00	67137.37
Holiday Gifts	400.00	262.27
	I-----I	I-----I
SUBTOTAL	\$ 81000.00	\$ 74155.64
TOTAL DISBURSEMENTS	\$ 94000.00	\$ 86469.22
ASSETS	Start	Current
	I=====I	I=====I
	\$ 0.00	\$ 0.00
1st Nat.Bank of Md.	55543.41	40379.02
Provident Bank (Sav. Acct)	77606.41	79598.09
	0.00	0.00
State Employee Credit Union	30543.43	31414.08
Legg Mason CD	63000.00	64310.30
Legg Mason CMD	45562.50	57086.60
Legg Mason MM/Cash	9315.60	2803.00
	I-----I	I-----I
TOTAL ASSETS	\$ 281571.35	\$ 275591.09



The Auxiliary of University of Maryland Hospital, Inc.
22 South Greene Street • Baltimore, Maryland 21201-1595
Phone: Volunteer Office 410 328-5600

May 4, 1994

FIRST FOTO REPORT TO AUXILIARY

On April 14, 1994 I met with Debbie Turrisi, Regional Manager and Pam Ryer, District Manager for First Foto.

They reported to me the following statistics for the period March 1993 through February 1994

943 photos were taken
837 were ordered and shipped
448 were paid for

they are losing 53% or \$14,000 per year because of uncollected income but have continued to send the Auxiliary \$7.00 per packages or \$5200. Our agreement with them was 25% of net sales.

PROPOSAL:

1. As of May 1, 1994 NO C.O.D.'s will be accepted. Cash, check and charge cards will be accepted up front.
2. We will be paid 25% of total sales.
3. This will be a 6 month Pilot program which will be monitored regularly.
4. Customers may put orders in a drop box located on the floor or mail orders in.

Respectfully submitted,
June Winkler .

June Winkler

Aux. General Mtg.

10/20/94 10³⁰

✓ Presentation

"Overview of UMMS Now & In The Future"

Alison G. Brown

↓
Dirctr, Strategic
Planning & P.R.

✓ Presentation

"Overview of Auxiliary Now & In The Future"

Jane Winkler

Dirctr, Volunteer Services

Committee Reports:

✓ Finance

S. Vogel

✓ Fund Development

J. Winkler

✓ - Membership

" "

✓ - Activities

" "

✓ Treasurer's Report

Nancy Brown

✓ Correspondence

J. Winkler

Aug. General Meeting

10/70 Present -

Sharon Vogel - E. Kennedy - N. Farmer - V. Elkins
H. Holt - Barbara Sutton - Betty Lee _____, Liz Shire,
S. Kennedy, Nancy Brown, J.W., Lorraine Gray, Alison
Brown, SSJ - Lorraine Ziet - Jane Lenty -

Alison Brown - V.P. Strategic Planning

Ind. Health Care Needs

Integrate with range of services - R
see handout.

UMCC - Dr. ^{ERNEY} Erney Borden

Bone Marrow Transplant -

Organ Transplant - Dr. Steve Bartlett

Rad Onc - Ho Co -

Express Care - 8/93 1500 transports

Garena Knife -

Chest Pain Ctr - E.R. -

Aux. Mtg. 10/20

Can Attend

✓ Louisa Dillard

✓ Lorraine Gray

✓ Vivian Elkin

✓ Henrietta Kolb needs ride

Betty Robinson

✓ June Winkle

✓ Liz Shri

✓ Nancy Farmer

✓ Selma Kennedy ride with Liz -

✓ Lorraine Fiskit

✓ Elaine Kennedy.

✓ Sharyn Vogel

✓ NRB - 2

Jackie Johnson

SSJ

✓ Aileen Brown

~~SSJ~~
Mest

Can't Attend

Gloria Allen

Evelyn Herold

Wanda Kaci

Ruby Mennin

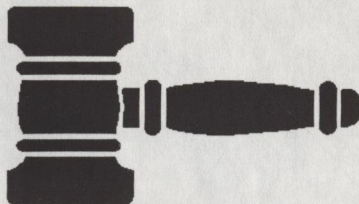
Marguerite Villa Santa

Marg. Setley.

Jodi Zuskind

Allison Wood

- Jane Lentz -



YOU ARE CORDIALLY INVITED

TO THE

ANNUAL MEETING OF THE

AUXILIARY OF UNIVERSITY OF MARYLAND HOSPITAL, INC.

ON

WEDNESDAY, MAY 17, 1995

10:30 A.M. - 1:00 P.M.

EXECUTIVE CONFERENCE ROOM

GUDELSKY BUILDING
(1ST FLOOR BY ELEVATORS)

RSVP BY MAY 12, 1995
(410) 328-1227