

**Tennessee Pediatric Society Foundation (TPSF)
July 15, 2008 - Board Meeting Minutes
Conference Call**

Board Members Present: David Thombs, MD, Patsy Powers, JD, Quentin Humberd, MD, Bob Riikola, MD, Jessica Tuberty, MD
Not Present: Eric Chazen, MD, Steven Riley, MD,

TPSF Staff: Cathy Fenner, Executive Director, Knox Brewer, Program Director

AGENDA ITEM	DISCUSSION	ACTION
Call to order	Dr. Thombs called the meeting to order at 7:10pm CT (due to technical difficulty with conf call) and conducted a roll call.	
Approval of Minutes	The Minutes from the June 12, 2008 Board meeting were reviewed.	MOTION: Minutes approved.
Approval of Quentin Humberd, MD, as President-Elect	A quorum of the Board present moved to approve Dr. Humberd's role as President-Elect.	MOTION: Dr. Humberd approved as President-Elect NOTE: Motion of Dr. Humberd and Dr. Tuberty as Board members was approved by quorum electronically since the last Board meeting.
Discussion of 7/2/08 reception honoring Dr. Kevin Churchwell	Ms. Powers stated that working with Vanderbilt Children's Hospital was a positive, collaborative effort and that there is more we can do with VCH moving forward. Ms. Fenner added that we will follow up with attendees with a letter from Dr. Thombs including a brochure, a remit envelope for gifts, and a solicitation for funds. Dr. Humberd suggested that we consider creating signature ties with Foundation logo as merchandise to raise funds for Foundation. Dr. Humberd also mentioned past TNAAP Presidents Dr. Felix Line and Dr. George Lovejoy for events to be planned in East TN to honor them and that we mirror same for Chattanooga.	ACTION: Letter and collateral materials to be sent as soon as letterhead is printed.
Advisory Board	Dr. Thombs led discussion about changes to structure of	ACTION: Letter to be sent by

	Advisory Council, including name change and role in Board meetings. It was agreed that the Advisory Board will henceforth be called Partners, as they do not advise the Foundation nor operate as a Board or Council. Mr. Brewer will focus on expanding number of Partners and communicate with past and current Partners for renewals and name change announcement by letter by August 15, 2008. Ms. Powers to review letter to Partners before sending.	August 15, 2008 to past and prospective Advisory Board members members related to involvement. Would be focused on their role as financial sponsor, visibility through web site, events, and in publications.
Board recruitment	Mr. Brewer mentioned his contact with Lisa Bolton, producer at CMT in Nashville, as potential volunteer/prospective Board member. Mr. Brewer added that he emailed Dr. Mary Keown about her Nashville entertainment business contact as another possible Board member.	ACTION: Mr. Brewer to continue communication with Ms. Bolton and Dr. Keown regarding possible Board recruits in entertainment industry.
Web Site overhaul and marketing materials	Mr. Lee Wilson continues to offer his services pro bono to the Foundation for his work in redesigning the logo, the web site redesign as well as all letterhead and collateral materials related to marketing on behalf of the Foundation. Redesigned TN Pediatrician newsletter absent for one year will be printed and mailed to members in September 2008. Mr. Brewer added that TN Pediatrician will highlight missionary and other work of Tennessee pediatricians and the Foundation while TNAAP's Prevention & Intervention News will contain more topical information related to practice of pediatrics/EPSTD.	ACTION: Logo and new marketing brochure complete. Letterhead and collateral materials in production to be printed by July 31, 2008.
Adjourn	Dr. Thombs adjourned the meeting at 8:10pm. The next meeting will take place on September 6, 2008 at 4pm CT at Fisk University prior to the awards event.	

Respectfully submitted,

Knox C. Brewer
Program Director