

Tomball Hospital Authority DBA Tomball Regional Health Foundation
Board of Directors Minutes – August 28, 2024

Present: Jim Ross-Chairman, Tom Kikis-Vice Chairman, Vicki Clark-Secretary, Sharon Frank, Bill Hogue, Danny Marburger, Jack Smith, TJ Tijerina, Lori Wilson, Margarette Yacoubian

Present Via Zoom: Christina Nash-Treasurer

Absent: None

Also, Present: Jeffrey Klein-CEO, Sarah Dill-Administrative Manager

Also, Present Via Zoom: Robert Spurck and Kevin Reed-Attorneys with Reed Claymon. Russell Kent, Melissa Greer, Angela Caraway, Paul Lebouef-all with Wells Fargo

- I. **Call to Order:** Jim Ross called the meeting to order at 4:00 pm and read the Foundation’s Mission Statement.
- II. **Approval of Minutes:** July 24, 2024, Board Meeting Minutes and August 8, 2024, Special Board Meeting Minutes were reviewed. *A motion was made by Jack Smith to accept the July 2024 Board Minutes and August 2024 Special Board Minutes. Seconded by Tom Kikis. Motion carried.*

III. **Community Input:** None

IV. Monthly Financial Reports:

- A. **Financials-**Jeffrey reviewed the July 2024 Balance Sheet and Profit and Loss Sheet. Total assets as of July 31, 2024, were \$137,548,518.80. Expenditures increased on the Cash Report due to quarterly funding payments. Tom requested the Balance Sheet include the prior year in addition to the prior month.
A motion was made by Vicki Clark and seconded by TJ Tijerina to accept the July 2024 financials. Motion carried.
- B. **Wells Fargo** reviewed the July Portfolio. Russell Kent reported that our portfolio balance as of July 31, 2024, was \$135,966,675 and as of today, it has increased to approximately \$138 million. Year to date, the portfolio is up 10.63% and since the June 2016 inception we have averaged an 8.75% return. Russell also reported that the Market is at an all-time high and the Federal Reserve will likely cut rates in September. In that the portfolio is close to the boundaries set by the TRHF Investment Statement and some volatility is expected with the upcoming election, now may be a good time to move 7-10% out of equities to purchase individual bonds lowering the portfolio’s risk.
A motion was made by TJ Tijerina and seconded by Lori Wilson to approve Wells Fargo moving 7-10% of the portfolio out of equities to purchase bonds. Motion carried.

Jeffrey requested the monthly funds transfer of \$200,000 from Wells Fargo to Frost Bank on August 29, 2024.

A motion was made by Vicki Clark and seconded by Sharon Frank to approve moving \$200,000 from Wells Fargo to Frost Bank. Motion carried.

C. Project Funding Summary-Jeffrey reviewed the updated Project Funding report. We're currently projected to spend \$3,366,942, which is an increase of \$50,000 with the addition of five new funding partners. We now have 44 funding partners. The 4% spend rate calculation of \$4,684,145.19 leaves \$662,449.19 to fund using an 8-quarter average.

V. CEO Report:

A. Development of Medical Complex Drive (MCDP) update:

- Legal Counsel is reviewing the contract with completion expected tomorrow.
- Planning & Zoning approved the replat in less time than anticipated, so our timeline is a little ahead of schedule.
- Civil plans are very close, so we should be able to get the site permit quickly which should allow Paradigm to begin site prep and pour the parking lot this fall.
- Tuesday meetings with MG Architects continue to go well.

B. Bond counsel recommendations for MCDP-Kevin Reed and Jeffrey are working on a pro forma as required by the Attorney General's office. Jeffrey has a call scheduled with Dr. William Brown with the Bush School at Texas A&M to discuss collaborative uses for our Learning Center. Jeffrey and Sarah have also visited local hotel conference centers for comparable rental rate information.

C. 2024-25 Committee Assignment discussion-the Nominating Committee recommended the 2024-25 slate of candidates. The only modification, Tom Kikis recommended TJ Tijerina replace him as chair of the Audit & Finance Committee. Members of the Board expressed concern regarding the potential for a new City of Tomball appointment requiring a re-shuffle of the committees. Kevin Reed said the Board can approve the committees now as recommended and make the adjustment later if necessary.

Executive Committee

Jim Ross-Chairman
Tom Kikis-Vice Chairman
Vicki Clark-Secretary
Christina Nash-Treasurer

Funding Committee

Jim Ross-Chairman
Lori Wilson
Vicki Clark
Sharon Frank

Audit & Finance Committee

TJ Tijerina-Chairman
Tom Kikis
Jim Ross
Jack Smith

Nominating Committee

Danny Marburger-Chairman
Bill Hogue
Christina Nash
Maggie Yacoubian

A motion was made by the Nominating Committee to accept the committee nominations as presented and seconded by Vicki Clark. Motion carried.

The Nominating Committee also recommended renewing the expiring Board of Director terms for Tom Kikis, Vicki Clark, and Danny Marburger.

A motion was made by the Nominating Committee and seconded by Lori Wilson to elect Tom Kikis, Vicki Clark, and Danny Marburger to new 2-year terms. Motion carried.

D. Executive Team Engagement Summary-The Board reviewed the summary. Jeffrey reported that the Cypress-Waller Roundtable hosted at Cy-Hope's Alamo went very well with 40 attendees. He also recognized the Board Members who attended, Maggie, Jack, and Danny. Jack commented how pleased he was with the turnout and how good it was to hear from the organizations TRHF supports.

E. Annual Board Report Presentation-Jeffrey presented the PowerPoint that he and Sarah created to report to the Board the 2023-24 growth, savings, accomplishments, involvement, goals met, and future goals. The Board was very pleased with the presentation and the direction of the Foundation under Jeffrey's leadership.

VI. Funding Partner Updates:

A. TOMAGWA's July financials were reviewed, and Jeffrey gave an overview of his and Tom's mid-year update meeting with TOMAGWA's Timika Simmons and Bill Berger. In order to help TOMAGWA with their cash flow, the Board discussed temporarily paying TOMAGWA after each dental payroll rather than monthly.

A motion was made by Lori Wilson and seconded by Maggie Yacoubian to approve temporarily reimbursing TOMAGWA after each payroll. Motion carried.

B. Update on Funding Committee meeting and organizations seeking funding in 2025- 46 organizations are applying for 2025 funding. The Funding Committee will begin reviewing in September.

VII. Adjournment

A motion was made by Vicki Clark to adjourn the meeting at 5:28 pm and seconded by Sharon Frank. Motion carried.



Vicki Clark (Secretary)