



BOARD OF DIRECTORS
LONG TERM PLANNING COMMITTEE
MAY 2, 2018 MINUTES

1. **Call to Order:** 5:00pm – Chair Cappel
2. **Attendance:** Chair Cappel, Director Pagliaro, Mark Johnson, Paul Seto, Dr. Wade Aubry, Sarki Sarkisian and staff CEO Fama and EA Stephanie Arevalo
Absent: Dr. Cameron Emmott, Nirmala Bandrapalli, Dan Quigg
3. **Approval of Minutes from March 7, 2018:** The following corrections were recommended: Page 1- change “only one or two offers” to multiple offers and Page 3 – correct spelling of Louse Rogers’ name.
It was moved, seconded and approved to accept the minutes as corrected. Motion Passed 6/0/0
4. **Project Updates**
 - a. The Trousdale (Nova’s March Report in Materials):
 - 1) Substantial completion now looks like mid-June
 - 2) \$3.5M remain in the project contingency fund
 - 3) Fire Life Safety anticipated to be signed off May 17, 2018
 - 4) There are 61 depositors waiting to move in.
 - b. The Trousdale Wellness Center:
 - 1) The proposed Term Sheet was distributed and reviewed.
 - 2) The start-up costs are projected to be \$65K and include painting, some carpet replacement, furniture, minor equipment, marketing materials, forms, IT member tracking system and signage.
 - 3) First year operating costs are projected to be a loss of \$170K and is based on signing up 150 of the current members and 75 new members.
 - 4) PHCD received positive press in the May 1 Daily Journal article on the takeover of the gym.
 - c. The Peninsula Wellness Community:

CEO Fama reported the work on this project is focused on negotiating terms in the Exclusive Negotiating Agreement and meeting with potential future service partners such as Sutter and Gatepath.

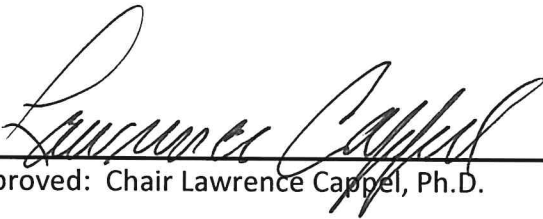
5. Other:

- a. Visibility Activities: CEO Fama reported on anniversary -related marketing activities planned over the next seven months to benefit from the 70th anniversary milestone of PHCD. This includes launching a monthly e-newsletter, promoting FlashVote sign ups and planning a major celebratory event on Wednesday, December 5 that will include a keynote speaker and premiering a video that highlights the seven decades of PHCD's community benefit and impact.

- b. PHCD History of Addressing Health Care Gaps in Services: Chair Cappel called attention to a one-page summary of District contributions over the past ten years that highlights the wide range programs that PHCD has developed, launched and/or supported to carry out its mission.

6. Adjournment: There being no further business, the meeting was adjourned by Chair Cappel at 6:00pm.

Written by Cheryl Fama



Lawrence Cappel

Approved: Chair Lawrence Cappel, Ph.D.