

**PHTS Foundation
Board of Directors Meeting
Buena Vista Palace, Orlando, FL
November 8, 2015
5:30-6:30 PM**

Present: Bill Mahle, Rob Gajarski, Melanie Everitt, Juan Alejos, Aliessa Barnes, Janet Scheel, Craig Collum, Michael Carboni

1. Minutes approved from last Board Meeting.
2. Membership:
 - a. 2 Members have served their term and will rotate off Board (Janet Scheel and Juan Alejos). Board membership: Minimum of 3 members to meet as PHTS Board. Current membership 9 so Board will appoint 1 nurse and 2 Members At Large.
 - b. Craig will check with Susanna to get list of members who are at institutions in good standing. Craig will send an email with proposed new members.
 - c. Approved motion to appoint parent members to Board: Determined to keep physician number the same and add the 2-3 parents. Members present voted unanimously in favor of inviting parent member for PHTS Foundation Board. The Board will discuss by email parent nominees and responsibilities.
3. Fundraising:
 - a. Discussion regarding seeking advice from successful not-for-profit organizations, particularly those with success in fundraising for heart transplant. PHTS Foundation Board based on Bill's suggestion discussed inviting Patrick Lee (the founder of Enduring Hearts) to be a sitting member of the Foundation. Other suggestions for parent representatives were made by Juan and Janet.
4. Budget: Profit and loss statement was reviewed. Budget was approved.
 - a. Discussion details: Largest donation was from Berlin Heart for limited dataset. Travels and meetings expenses do not include this November PHTS meeting.
 - b. There was a higher a different actual cost than expected for some expenses based on Dr. Naftel's salary now being from PHTS rather UAB since his retirement from UAB. Motion to contract with David Naftel to continue his involvement with the PHTS DCC.
 - c. UAB Cost Share with Web-based Data Entry build. This money is already earmarked for the Web-based System. New models with a higher cost share for UAB but for now we will assume that 2016 will be the same.
5. PHTS Meetings:
 - a. Upcoming PHTS meetings at ISHLT in Washington DC, tentative Wednesday, April 27th, 2016. Janet Scheel is investigating the use of the hospital facility for a meeting room, catering, and possible shuttles.

- b. Discussion regarding having one PHTS meeting annually. Discussed having ISHLT annual meeting and at AHA for international years.