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2018 Annual Meeting Agenda

6:00     Social Time and Dinner

6:30     Welcome: Kathleen Thibault, President, Board of Directors

Business Meeting  Kathleen Thibault, President, Board of Directors
  
  * Acceptance of 2017 Pine Tree Hospice Annual Minutes

  * Acceptance of the 2018 Pine Tree Hospice Annual Report
    (includes 2018 Committee Reports and PTH Annual Budget FYE 9/30/19)

  * Vote to Approve 3rd Term for Board Members:
    Donna Peterson, Marsha Hansen

  * Vote to Approve New Board Members:
    Toby Nelson, Nolan Lovell, Ryan Dankert

  * Election of 2018-2019 PTH Officers and Directors, presented by Jane Stitham, Executive Director:
    President: Kathleen Thibault
    Vice President: Matthew Raynes
    Secretary: Donna Peterson
    Treasurer: Rhonda Taylor

Program:  Hospice is . . .

Volunteer Appreciation and Recognition Awards
  Lisa Joy White, Coordinator of Volunteers and Client Services
  Jane Stitham, Executive Director

Adjournment of Meeting  
  Kathleen Thibault, President, Board of Directors
PINE TREE HOSPICE ANNUAL MEETING MINUTES
Thursday, November 16, 2017 ~ 6:00 - 8:00 pm ~
East Sangerville Grange

Board Members Present: Kathleen Thibault, Sue McNulty, Rhonda Taylor, Alice Bunn, Dodie Curtis, Matt Raynes, Donna Peterson, Pam Goulette, Pam Tower
Board Members Absent: Ethan Annis, Jon Pratt, Marsha Hansen
Staff Present: Jane Stitham, Lisa White, Sherri Jackins, Pam Pultz

AGENDA ITEMS
CALL TO ORDER
Social time for the Annual Meeting began at 6:00. The meeting was called to order at 6:40 p.m. by PTH Board President, Kathleen Thibault.

BUSINESS MEETING
A motion was made and seconded to accept the 2016 Annual Meeting Minutes. Approved Unanimously
A motion was made and seconded to approve the 2017 PTH Annual Report. Approved Unanimously
A motion was made and seconded to approve the FY2018 Budget. Approved Unanimously

NOMINATIONS PRESENTED BY PAM GOULETTE, BOARD DEVELOPMENT CMTE
A motion was made and seconded to approve the proposed Slate of Officers for 2017/2018:
President – Kathleen Thibault
Vice President – Matt Raynes
Treasurer – Rhonda Taylor
Secretary – Donna Peterson

Vote to approve 2nd term for Board members:
Jon Pratt
Sue McNulty
Approved Unanimously

Vote to approve 3rd term for Board members:
Kathleen Thibault
Matt Raynes
Ethan Annis
Approved Unanimously

VOLUNTEER APPRECIATION AWARDS AND OTHER RECOGNITIONS
Lisa White, Coordinator of Volunteers and Client Services, recognized and thanked the volunteers who have been with Pine Tree Hospice over the years, and also to the newly-trained volunteers. As a result of the trainings this year, PTH now has 9 new direct care volunteers, some of whom are currently serving clients, and 2 new bereavement facilitators.

Lisa recognized and distributed awards to the following Pine Tree Hospice Volunteers for their milestone as follows:

Special recognition was given to the following volunteers:
Barb Austin, Bereavement Facilitator
Gary Larson, Direct Care Volunteer
Barbara Brown, Indirect Care Volunteer
Sue McNulty, Board Member

Jane Stitham, Executive Director, gave special thanks to those attending the meeting for their ongoing time and support: volunteers, Board of Directors, sponsors, Dillon Catering, Foxcroft Academy Key Club members, Jon Pratt and Foxcroft Academy students for their help with tonight’s activity, Beacon Hospice, Mayo Regional Hospital and the Plummer Memorial Foundation.
Volunteer hours this year totaled 4,551 which is a 13% increase over last year's hours. 1,301 individuals were served by PTH programs (this number does not include families and caregivers who were also provided support through PTH services).

This year, Kimball Insurance joined Pine Tree Hospice as a co-sponsor for the 2017 Annual Golf Tournament. In 1999, Robert and Tylene Kimball formed Kimball Insurance, a family-owned business that has from the beginning focused on helping by giving back to the communities which they serve and to team up with area businesses which share their philosophy and goals. Not only did Kimball Insurance help with the planning but Kam Kimball and two of his staff members were on hand the day of the tournament helping with meeting the players and serving lunch.

As a result of their involvement, Pine Tree Hospice was able to realize a profit of $11,205 from this year's golf tournament. As a token of thanks, Pine Tree Hospice presented Kam Kimball and associate, Shelby Taylor, with a framed “piece of the puzzle” for their office and a certificate of donation to the Tylene Kimball Scholarship Fund at Piscataquis Community High School. This scholarship is intended for a student attending a two or four-year college or trade school. Many thanks to the Kimball Insurance Agency for their co-sponsorship.

**OTHER BUSINESS**

Jon Pratt, Alice Bunn (PTH Board members) and Lisa White, as part of the Board strategic planning process, revised the Mission & Vision of Pine Tree Hospice. The changes were approved by the Board of Directors at its September 2017 meeting. This was a bylaw change and now must be voted on at the Annual Meeting.

A motion was made and seconded to accept the changes to the Mission and Vision statements. **Approved Unanimously**

**OTHER BUSINESS**

The program tonight focused on “Hospice: We Are All Pieces of the Puzzle.” As an activity, each table was handed out a box with puzzle pieces in it. Attendees at the table were asked to put their puzzles together to reveal the many pieces which make up Pine Tree Hospice. When all of the puzzles were completed, Foxcroft Academy students held up their completed puzzle and read a description of each puzzle. At the conclusion, attendees were able to see the many faces that make Pine Tree Hospice what it is today and how they all fit together to make the puzzle complete.

Kathleen Thibault, PTH Board President, thanked everyone for coming to the meeting tonight.

**7. ADJOURN**

A motion was made and seconded to adjourn the Annual Meeting at 7:45 p.m. **Approved Unanimously**

Submitted by: Sherri Jackins, Administrative Assistant
Pine Tree Hospice Mission and Vision
Board of Directors and Staff

Pine Tree Hospice Mission
Pine Tree Hospice staff and volunteers provide non-medical care, support, and education, with respect and dignity, to people journeying through progressive life-limiting illnesses, caregiving, and bereavement, thereby enhancing and honoring quality of life.

Pine Tree Hospice Vision
Pine Tree Hospice foresees a community in which members openly discuss caregiving, end of life, and bereavement issues and actively provides compassionate care to one another through these precious life journeys.

Pine Tree Hospice Values
Respect and Dignity
Comfort and Peace of Mind
Learning and Education
Empathy and Compassion
Open and Honest Communication
Quality and Safety of Care

Board of Directors
Ethan Annis
Alice Bunn
Dolores Curtis
Pamela Goulette
Marsha Hansen
Sue McNulty
Toby Nelson
Donna Peterson
Matt Raynes
Rhonda Taylor
Kathleen Thibault
Pamela Tower

Staff
Jane Stitham, Executive Director
Lisa Joy White, Volunteer Coordinator
Sherri Jackins, Administrative Assistant
Pamela Pultz, Program Assistant
2018 Volunteer Recognition

Direct Care Training Participants
Debbie Breckenridge
   Kim Gilbert
   Rev. Sue Burgess
   Chris Ryder
   Jean Giacomuzzi
   Melissa Veraldo

5 Years’ Service Award
Rita Mountain
   Laura Posca
   Rhonda Taylor

10 Years’ Service Awards
   Alice Bunn
   Deb Drew, Ed.D.
   Beverly Crockett
   Pam Tower

20 Years’ Service Awards
   Dodie Curtis
   Priscilla Higgins

Special Recognition Awards
   Bereavement Facilitator - Rita Corbin
   Direct Care Volunteer - Helen Higgins
   Indirect Care Volunteer - Jayne Sharow
   Board Member - Donna Peterson

Business Recognition
   Dillon Catering
### Pine Tree Hospice Statistics

#### Volunteer Service Hours

<p>| | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Total Volunteer Hours FY 2015-2016</td>
<td>4,045</td>
</tr>
<tr>
<td>Total Volunteer Hours FY 2016-2017</td>
<td>4,551</td>
</tr>
<tr>
<td>Total Volunteer Hours FY 2017-2018</td>
<td><strong>4,388</strong></td>
</tr>
</tbody>
</table>

#### # of individuals served by PTH programs

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<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Hospice/Community Individuals Served</td>
<td>138</td>
</tr>
<tr>
<td>Bereavement Program Attendees</td>
<td>256</td>
</tr>
<tr>
<td>Caregiver/Education Event Attendees</td>
<td>360</td>
</tr>
<tr>
<td>Community Awareness</td>
<td>594</td>
</tr>
<tr>
<td><strong>Total Served</strong></td>
<td>1,348</td>
</tr>
</tbody>
</table>

#### Hospice Care Client Statistics

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospice Clients Served</td>
<td></td>
</tr>
<tr>
<td>Men</td>
<td>44%</td>
</tr>
<tr>
<td>Women</td>
<td>56%</td>
</tr>
<tr>
<td>Where Served</td>
<td></td>
</tr>
<tr>
<td>Personal home</td>
<td>71%</td>
</tr>
<tr>
<td>Nursing Home/Medical Facility</td>
<td>29%</td>
</tr>
</tbody>
</table>

#### Direct Volunteers Who Provided Hospice Direct Care

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Men</td>
<td>14%</td>
</tr>
<tr>
<td>Women</td>
<td>86%</td>
</tr>
</tbody>
</table>

#### Diagnoses of Hospice Care Clients Served Over Past Year

<table>
<thead>
<tr>
<th>Diagnosis</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Alzheimer’s disease</td>
<td>CREST</td>
</tr>
<tr>
<td>End-stage kidney disease</td>
<td>Bladder cancer</td>
</tr>
<tr>
<td>Brain tumor</td>
<td>Leukemia</td>
</tr>
<tr>
<td>Lung cancer</td>
<td>Cerebral Infarct/Stroke</td>
</tr>
<tr>
<td>Chronic obstructive pulmonary disease</td>
<td>Congestive heart failure</td>
</tr>
<tr>
<td>Parkinson’s disease (w/ and w/o dementia)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Aortic stenosis</td>
</tr>
<tr>
<td></td>
<td>Frontal temporal dementia</td>
</tr>
<tr>
<td></td>
<td>Breast cancer</td>
</tr>
<tr>
<td></td>
<td>Multiple Sclerosis</td>
</tr>
<tr>
<td></td>
<td>Pulmonary hypertension</td>
</tr>
</tbody>
</table>
Greetings to All,

On behalf of Pine Tree Hospice’s Board of Directors and staff I would like to welcome you to the 2017-2018 Annual Meeting.

Pine Tree Hospice has had another phenomenal year. The programs continue to be strong and of great benefit to our communities served. The individuals and families that our services supported continue to grow.

The work and time that goes into the fundraising events, volunteerism, education and supportive care, although tallied in numbers, is more than meets the eye. This work is done with compassion and diligence, grace and humility.

Tonight, we celebrate our successes and thank those who work to support the Pine Tree Hospice mission and vision. Thank you for joining us.

Best wishes for a healthy and happy 2018-2019.

Sincerely,

Kathleen S. Thibault, D.O.
Board of Directors, President
Executive Director’s Report

In February Pine Tree Hospice went through a State of Maine licensure survey. This survey is mandated to be held every other year. We are proud to report that there were no deficiencies as a result of this review by the Division of Licensing and Certification. Such an impressive achievement reflects the dedication and skills of PTH staff, volunteers, committees and Board of Directors. To each of you, thank you. It is a true honor to witness what you achieve individually and together.

At this time I thought it would be worthwhile to pause a moment and review the past nine years in terms that are measurable, comparing 2010 numbers to those of 2018.

<table>
<thead>
<tr>
<th>2010</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Budget:</td>
<td>$95,570</td>
</tr>
<tr>
<td>Staffing</td>
<td>6hrs, 16hrs, 24 hrs</td>
</tr>
<tr>
<td>Staffing Expense</td>
<td>$98,646</td>
</tr>
<tr>
<td>Hospice Care Clients</td>
<td>53</td>
</tr>
<tr>
<td>Community Resource Support</td>
<td>0</td>
</tr>
<tr>
<td>Caregivers Supported</td>
<td>0</td>
</tr>
<tr>
<td>Towns Served (39 in service area)</td>
<td>15</td>
</tr>
<tr>
<td>% of Volunteers Who Are Male</td>
<td>17%</td>
</tr>
<tr>
<td># Clients Served in Homes</td>
<td>32%</td>
</tr>
<tr>
<td>Volunteer Hours</td>
<td>3119.25</td>
</tr>
<tr>
<td>Value of Volunteer Hours</td>
<td>$75,299</td>
</tr>
<tr>
<td>(Per State rate of $24.14)</td>
<td></td>
</tr>
<tr>
<td>Medical Hospice Stipends</td>
<td>$18,000</td>
</tr>
<tr>
<td>Annual Appeal</td>
<td>$2,067</td>
</tr>
<tr>
<td>Grants</td>
<td>$19,482</td>
</tr>
<tr>
<td>Supports from Towns</td>
<td>$2,250</td>
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<td>Fundraising</td>
<td>$22,180</td>
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<td>Maine Community Foundation Endowment Funds</td>
<td>$18,925</td>
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Total Grant Funding from 2010-2018 = $822,752

This data shows first and foremost, how Pine Tree Hospice has grown and thus carried out PTH’s mission more fully thus enriching the lives of our friends, neighbors and families as well as strengthening the framework of Pine Tree Hospice itself.

Jane Stitham

Jane Stitham
Executive Director
Message from the Coordinator

Hospice Is...

For those who don’t understand hospice, there is often much confusion and many misconceptions about what hospice entails. For those who have experienced hospice personally, it often means different things to different individuals and families.

I had the opportunity to personally experience medical hospice services eleven years ago when my mother was in the end stage of her life. Being a part of a team of folks who helped support my mother and who also supported our entire family was life changing for me. I discovered that hospice care is holistic care, including physical, psychological, social, and spiritual needs of not only the person who is ill, but for the family as well. Each member of the team was there to support and comfort all of us during the most difficult time of our lives. I was grateful for their compassionate care. Many of the medical hospice team responded to my appreciation by simply stating, “It’s an honor and a privilege.” It was a comment that I didn’t quite comprehend at the time, but have come to understand. The fact that hospice provided care and support to my mother as a “whole” person – not just the disease of cancer – was significant to me. Additionally, the bereavement support offered to me at that time was also significant and further evidence that hospice cares for the whole person and family. Being treated as a whole person and being treated with respect and dignity is how I want to be treated. So, it is not surprising that I find myself eleven years later working with hospice where I can support others in this same way.

The philosophy of hospice is an attitude or approach that affirms life. Hospice strives to maximize the present quality of life, minimize distress, and support personal growth. As a volunteer hospice, Pine Tree Hospice strives to provide these non-medical services with respect and dignity to those who are journeying through progressive life-limiting illnesses and to caregivers as well as those who are experiencing grief. By serving in this way, our volunteers help members of our communities enhance and honor the quality of their lives.

Barbara Pym stated, “The small things of life [are] often so much bigger than the great things.” If you ask a volunteer what they do for families, many would say, “Just little things like listening or helping with tasks.” If you ask a family what our volunteers do for them, they are likely to say, “They give us peace of mind and hope.” Our volunteers are caring, compassionate, and dedicated to the mission and vision of Pine Tree Hospice. Each and every one of our volunteers – whether they serve directly or indirectly with clients and families – make Pine Tree Hospice all that it is. It is an honor and a privilege to serve our communities with them.

Pine Tree Hospice is proud to provide high quality services. There are multiple protocols in place to ensure that services continue to meet these standards. Such protocols include telephone surveys with clients and families within a couple months of coming on service as well as annual telephone surveys with all volunteers. Additionally, a quality assurance record review of all client files is completed quarterly as required by state.

In Service and With Much Appreciation,

Lisa Joy White, M.A. Thanatology
Coordinator of Volunteers and Client Services
# Pine Tree Hospice Committees

## Hospice
Alice Bunn  Chair
Dodie Curtis
Cheryl Fairbrother
Barbara Brown
Deanne Merrill
Chris Ryder
Jayne Sharrow
Jane Stitham
Lisa White

## Bereavement
Ardis Hacker  Chair
Marsha Hansen
Pam Tower
Sue McNulty
Priscilla Higgins
Kathy Willey
Rev. Sue Burgess
Jane Stitham
Lisa White

## Education
Ardis Hacker  Co-Chair
Sherry Corbin  Co-Chair
Sue McNulty
Priscilla Higgins
Janet Sawyer
Andrea Thurlow
Jane Stitham
Lisa White

## Board Development
Pam Goulette  Chair
Ethan Annis
Jane Stitham

## Finance
Rhonda Taylor  Chair
Matt Raynes
Donna Hathaway
Dale Shaw
Jane Stitham

## Fund Development
Ethan Annis  Co-Chair
Stacy Shorey  Co-Chair
Donna Peterson
Pam Goulette
Helen Higgins
Sue Mackey Andrews
Barbara Brown
Karen Pomeroy
Barb Austin
Carol Kilpatrick
Jane Stitham

## Public Relations
Toby Nelson  Chair
Foxcroft Academy Students
Jane Stitham
The committee met monthly during the year with the exception of the summer months. Members of the committee include Ardie Hacker, Priscilla Higgins, Marsha Hansen, Pam Tower, Kathy Willey, and Sue McNulty. In February, Sue Burgess joined the committee. She also serves as the chaplain for PTH.

It has been a busy year for the committee, with many challenges and opportunities to serve the community’s needs for bereavement services.

The annual Remembrance Celebration, “Memories Matter”, was held on November 5, 2017. While it was a beautiful afternoon, attendance by the community was sparse. It was decided that perhaps a springtime event would encourage more people to attend. Plans are in place for a spring, 2019 event.

The Lunch and Learn Support Group for adults continued to meet monthly from September 2017 through May 2018. The fall 2018 sessions began again in September with a change in the meeting dates to the 3rd Tuesday of each month. Attendance was consistent with six to twelve attendees each month. This program provides the opportunity for participants to share their “grief story”, eat lunch together, and listen to a speaker on a pertinent topic. Some of the topics included were Self Care, Grief Through the Holidays, and Automotive Tips. Cooking for One, presented by Barb Austin, continues to be one of the more popular sessions. Facilitators for this program are Barb Austin, Andrea Thurlow and Ardie Hacker.

The Evening Adult Support Group met twice a month on the 2nd and 4th Wednesdays of the month. Participation was consistent for the most part, with a slight decrease in attendance during the spring months. The group decided to take the month of August off and then regrouped in September. Facilitators for the group include Lisa White, Rita Corbin, Ardie Hacker and Andrea Koltai-Price.

The Nights of Service six-week program for grieving children and families was scheduled for both the fall of 2017 and the spring of 2018. Despite extensive advertising, due to a lack of participants, the sessions had to be cancelled. Ways to reach out to this population were discussed at length. A movie aimed at reaching families was presented at the Center Theatre in April with very good attendance.

An Artful Grief program was presented in August by Lisa White. This session explored grief through the arts. Plans for a program of this type, aimed at reaching out to children and families, is being discussed.

A new application/screening process for all bereavement program participants was begun over the summer. This process will help to ensure that attendees are ready to participate in a group setting.

Respectfully submitted by Ardis I Hacker, chairman
The Board Development Committee together with the Executive Committee recommends the following individuals as officers for the upcoming year:

- President: Kathleen Thibault, D.O.
- Vice President: Matt Raynes
- Secretary: Donna Peterson
- Treasurer: Rhonda Taylor

In addition, we propose the following Board members, on the Board of Directors:

- For a Third Term: Donna Peterson and Marsha Hansen
- New Board Members: Toby Nelson, Ryan Dankert and Nolan Lovell

We are very thankful to our Board Members for being willing to serve and for dedicating their time to Pine Tree Hospice.

Respectfully Submitted,

Pam Goulette
Chairman
The committee met on a monthly basis during the year with the exception of the summer months. Committee members include Ardie Hacker and Sherry Corbin, co-chairman, Priscilla Higgins, Sue McNulty, Andrea Thurlow and Janet Sawyer. There were no changes in the committee membership this year.

Activities for the year included the following:

- The Direct Care educational program for new volunteers was completed in October 2017 with four participants completing the course.

- Based on participant feedback, changes were made to the outcomes and to the length of some of the presentations.

- Both the fall 2017 and spring 2018 PVAEC catalogs included the training programs for new volunteers. Changes were made to the course descriptions as needed.

- A Book Club was offered in conjunction with the Maine Humanities Council, beginning in February 2018 and running for a period of four months. The meetings were well attended and enjoyed by the participants.

- A presentation of Suicide Awareness was conducted by Cheryl Morin from the JD Foundation on March 29, 2018. Twelve participants attended.

- The Core training program was offered in March, followed by the Direct Care training in April. Nine participants completed the Core Training with six of those going on to complete the Direct Care Training.

- On April 8, 2018 the movie “We Bought a Zoo” was presented at the Center Theatre. There were 112 people in attendance, including several families. The movie was followed by a panel discussion.

- An educational offering for volunteers is being prepared for presentation later in the fall. This offering is a packet of written material pertinent to volunteers. After reading the material, a quiz is to be taken. This is one of many ways that volunteers can fulfill their annual education requirements.

- Preparations for both Core Training and Direct Care training sessions were made for September and October 2018. However, the lack of a sufficient number of participants forced the cancellation of these offerings.

Respectfully submitted by Ardis I Hacker, Co-chairman
The Executive Committee acts on behalf of the Board of Directors, meeting monthly to review the work that Pine Tree Hospice staff, committee members and volunteers accomplish. In doing so, timely action is taken when necessary. The entire Board of Directors meet on a quarterly basis. The Executive Committee is comprised of the Officers of the Board of Directors and the Executive Director.

The Board of Directors, as a group, meets every two years to review and update Pine Tree Hospice’s strategic plan. This occurred in the late summer of 2017. However, as our programs and services continue to flourish, so must the work of the Executive Director, staff and the Board.

We, as a committee, are continuously impressed and grateful for the reports and updates. On behalf of myself and the other members of the Executive Committee, I would like to sincerely thank all our dedicated staff, committee members and volunteers that give of themselves. Without these individuals, Pine Tree Hospice would not be the incredible organization that it is.

Accomplishments of 2017-2018 include:

- The slate of officers of the Executive Committee was secured for the 2018-2019 year. I am pleased to report that the current members have agreed to continue their positions.
- New members of the Board of Directors have been recruited and have agreed to join us and Pine Tree Hospice in our mission.
- New committee members have also been recruited.
- As mentioned above, monthly meetings were held to update the Executive Committee on the workings by the Executive Director. The progress of grant searches and monies received, scheduled events and activities of each committee are reviewed.
- Successful and much anticipated events such as the annual Variety Show, Sound Bites and the golf tournament were again organized by the Fund Development Committee. This year’s golfing event was co-hosted by Mayo Regional Hospital. Each of these events were a huge success.
- Program services such as individual client and family care, Lunch and Learn, Adult Bereavement and Caring for the Caregiver continued with strong attendance and participation from local communities.
- In collaboration with Beacon Hospice, Maine Humanities Council and AARP, movies were shown at Center Theatre – free of charge.
- The annual review of the Executive Director was completed by the Board of Directors and presented to the Executive Director by the President of the Board.
- The Volunteer Coordinator continued to work to support the mission and vision of Pine Tree Hospice.
- The census of clients/families continues to be robust.
- In a time of strong competition for funding, the Executive Director with the assistance of the Pine Tree Hospice staff, continued to apply for and successfully receive numerous grants to support Pine Tree Hospice. These funds are vital, as Pine Tree Hospice is a not-for-profit organization and due to volunteer hospice regulations, receives no funding.
- The Executive Director, staff members, Board of Directors and volunteers attended town meetings to educate the communities and seek funds to continue the services of Pine Tree Hospice.

Respectfully Submitted,

Kathleen S. Thibault, D.O. – President, Board of Directors
Executive Board Members: Matt Raynes, Vice President; Rhonda Taylor, Treasurer; Donna Peterson, Secretary
Pine Tree Hospice (PTH) has completed another financially successful year. With year-end net revenue at $18,235.37 (unaudited), the staff, Board of Directors and volunteers are to be commended for their dedicated service to the mission of PTH and the value that it brings to the communities served. As a volunteer hospice, it is gratifying to know that financial contributors recognize the value of PTH as well.

With primary revenue coming from three main sources; fundraising, grants and in-kind donations, Pine Tree Hospice continues to explore all options to create revenue streams. The challenges presented to find continuing financial resources are never ending. And with the new tax law changes, the incentive to donate to non-profits has all but disappeared. This means that PTH must be vigilant in its search for new funding sources.

It is also important that PTH continue to fund its capital reserve account. The viability of the organization must be sustained, not just today, but also for tomorrow. It is the goal of the Finance Committee to find grantors who are willing to donate to the endowment funds that have already been established. This will give Pine Tree Hospice a solid financial base that can be built upon going forward. Only with careful planning and strategic thinking will this goal come to fruition.

With another fiscal year coming to a close, Pine Tree Hospice has proven once again that a volunteer hospice can survive in a rural setting. Please allow me to extend a sincere “thank you” to Dale Shaw, Donna Hathaway and Matt Raynes, members of the Finance Committee, for their continued support throughout the year. And “thank you” also to Jane Stitham, whose dedication to PTH does not go unnoticed.

Through the efforts of many, comes the success of one.

Respectfully Submitted,

Rhonda Taylor
Treasurer
The Fund Development Committee has done an incredible job once again for Pine Tree Hospice. We started the year budgeting to raise $56,840 and we finished the year raising $73,061, and raised $10,359 more than 2017. This year we added an additional event: raffling baskets at the Whoopie Pie festival, to our list of regular events: the Annual Appeal, the Variety Show, the Pine Tree Hospice Golf Open, and Sound Bites.

The Annual Appeal brought in $14,799, which is $201 less than our goal of $15,000. The appeal is open through the entire fiscal year. A very healthy $11,124 was raised from miscellaneous fundraising and donations along with appropriations from the counties and towns that we serve.

We have three spring fundraisers. The Variety Show raised $11,143, netting the most ever. The show was a rousing success with Toby Nelson as our emcee this year. The Golf Open contributed $13,484 and we were back to partnering with Mayo Hospital. They are incredible partners to work with and brought in some great sponsors. We ended up with two flights and just short of the 20 teams we had hoped for with 18 teams playing on a beautiful June day. The new fundraiser we tried this year was held during the Whoopie Pie festival. The raffle baskets brought in $1800, which was not as much as we were hoping for and it was a lot of woman hours to sell the tickets.

Sound Bites is our fall fundraiser. It had the most attendees ever at 112 this year and netted $6,278. This year we moved away from the delectable desserts and had a soda fountain theme with Key Club students dressed in hats and aprons that gave a 50’s feel to it. We were very pleased with how successful the event was.

Next year we are raising our budget goal to $61,035. We plan to hold all of the same events with the hope of adding one more called, “Game Night”. This will be held at Central Hall on March 8th, 2019 with a snow date of March 15, 2019. We hope you will all be able to make it.

Thank you again to all the volunteers and the entire Fund Development Committee for a great year.

Respectfully submitted,

Stacy Shorey

October 23, 2018
Hospice Committee Report

Our first offering every year is usually our Caring for the Caregiver event “It’s All About You,” which occurred this year on March 3rd at the Methodist Church in Guilford. It was an all day affair with lunch included. Many modalities were represented. We had practitioners offering massage, Reiki, chair yoga, manicures and much much more. It was very well attended and we deemed it very successful.

Next, was our first movie of the year, “We Bought a Zoo” which we were able to offer in partnership with the Maine Humanities Council at the Center Theatre in Dover Foxcroft. It was a family movie shown on a Sunday. We had 112 in attendance (44 children) with 26 staying for the panel discussion.

Later in the spring, we had an offering “We Need to Talk” with Court Dwyer of AARP which focused on when and how to have the talk regarding senior drivers. Then in June Jill Bixby gave a presentation on Palliative Care.

In late June, Peter Baker from the Maine Alzheimer's Association gave a presentation on Dementia Care. We try to offer at least one event each year on this topic and as usual, it was very well received. We partnered with Beacon Hospice for that event.

This fall, we are offering two movies at the Center Theatre. On November 7th we are partnering with AARP for the “Bucket List” with Morgan Freeman and Jack Nicholson. Then on December 11th we are showing “Christmas in Conway” co-sponsored by Beacon Hospice. This was originally scheduled for the fall of 2017 but was canceled due to inclement weather. Hopefully that won’t happen again.

We are always planning for future events months in advance but welcome input from the public for new topics to consider. Please feel free to contact us if you have any suggestions.

Respectfully submitted,

Alice Bunn, Chair
Jane Stitham
Lisa White
Barbara Brown
Dodie Curtis
Jayne Sharrow
Deanne Merrill
Cheryl Fairbrother
Chris Ryder
Public Relations Report

The Public Relations Committee has focused much of its efforts over the past year on raising awareness for Pine Tree Hospice’s services and accomplishments through the production of biannual newsletters and the creation of materials both promoting and celebrating PTH’s three major annual fundraising events: Variety Show, Golf Tournament, and Sound Bites. In addition we focused on highlighting our programmatic events such as PTH’s Caregiver Series and Bereavement Programs.

Highlights of the past year have included the following:

Creating and distributing our winter and summer newsletters

Coordinator was interviewed on Channel 5 News at Noon

Working with the Town of Dover-Foxcroft to get our events published on their television channel 5

Coordinator was part of a panel at the UMO Geriatrics Colloquium

Developed an ad for our volunteer trainings that was published in three area newspapers

Prepared a summary sheet of the latest Pine Tree Hospice information for PTH representatives to have when presenting at town meetings to secure funding

Developed a new informative film/power point to show prior to Variety Show

Worked with Center Theatre to have our posters distributed through their “poster brigade” consisting of volunteers who have designated sites to leave materials each week

Did presentations at the Thompson Free Library Knitting Club, the Milo Kiwanis meeting, area girl scouts, the Retired Teachers Association, TCTC students, and the Visually Impaired Group

Executive Director was interviewed by Fox News about our need for volunteers

Met with Senator Collins’s staff

Executive Director was part of an hour-long radio show about volunteer hospices on WERU

Attended the AARP coffee talks

Working with the Maine Humanities Council to collaborate on community events

Continue to work with Foxcroft Academy to engage the talents of FA students to assist with PR material development

Additionally, PTH services and events continue to be publicized through flyers, articles in newspapers, and as updates via email and social media.
Pine Tree Hospice  
Balance Sheet  
Fiscal Year End 9-30-18  

*Unaudited*  

**ASSETS**  
- Checking Account: 98,997  
- Certificate Of Deposits: 52,109  
- Saving Accounts: 2,956  
- Petty Cash: 250  
- Endowment Funds: 43,550  
- PTH Restricted Fund: 177,816  
- Accounts Receivable: 1,150  
- Prepaid Insurance: 2,500  

**TOTAL ASSETS**  
379,328

**LIABILITIES & EQUITY**  

**Liabilities**  
- Accrued Payroll: 25,774  
- Accrued Paid Leave: 19,113  

**Total Liabilities**  
44,887

**Equity**  
- Permanently Restricted Equity: 35,000  
- Temporarily Restricted Grant Balances: 49,884  
- Temporarily Restricted Equity  
  - PTH Temporarily Restricted: 146,370  
  - Gray Temporarily Restricted: 1,617  
  - Lunder Endowment Temporarily Restricted: 6,014  

**Total Temporarily Restricted Equity**  
154,002  

**Unrestricted (retained earnings)**  
77,319  

**Net Income**  
18,235  

**Total Equity**  
334,440  

**TOTAL LIABILITIES & EQUITY**  
379,328
## STATEMENT OF ACTIVITIES

**Fiscal Year Ending 9/30/18**

**Current Month:** September

**FOR THE PERIOD 10/1/17 - 9/30/18**

### REVENUE AND SUPPORT:

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<th>Restricted</th>
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<td><strong>Net assets released from restriction</strong></td>
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<td><strong>13261.74</strong></td>
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### EXPENSES AND LOSSES:

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### Net Assets:

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### Restricted Grants

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<td>MCF- End of Life support</td>
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* Temporarily UNAUDITED

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* Net Change: -13261.74*
PINE TREE HOSPICE
BUDGET FOR FY2019

As a volunteer hospice, Pine Tree Hospice receives no State or Federal funding, and no payments from insurance companies. In Maine, State regulations dictate that any entity describing itself as a Volunteer Hospice Program provides all care at no charge. Since PTH is not permitted to be a fee-for-service organization, our financial viability is dependent solely upon the generosity received from grants, fundraising, strong collaborative support, and donations.

ORDINARY INCOME/EXPENSES

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<thead>
<tr>
<th>INCOME SOURCES:</th>
<th>FY 2018-2019</th>
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<tbody>
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<td>FUNDRAISING</td>
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<td>MEMORIALS</td>
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<table>
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<th>EXPENDITURES:</th>
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<tbody>
<tr>
<td>ADVERTISING</td>
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<tr>
<td>ANNUAL MEETING</td>
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<td>BASKET HOUSE OFFICE COSTS</td>
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<td>PROGRAM COSTS</td>
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<td>BOARD DEVELOPMENT</td>
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<td>MEMORIALS CO-SHARE</td>
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<td>CONFERENCES &amp; MEETINGS</td>
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<td>CONTRACTED SERVICES</td>
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<td>INSURANCE</td>
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<tr>
<td>LICENSE FEES, SUBSCRIPTIONS, DUES</td>
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<td>MISCELLANEOUS</td>
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<td>OFFICE SUPPLIES &amp; SOFTWARE</td>
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<td>OFFICE EQUIPMENT</td>
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<td>POSTAGE</td>
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<td>FUNDRAISING EXPENSE</td>
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<td><strong>TOTAL EXPENSES</strong></td>
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**NET INCOME**

0
Grantors 2017-2018

Doree Taylor Foundation

E. Rhodes and Leona B. Carpenter Foundation

Helen & George Ladd Charitable Foundation

Laird Norton Family Foundation

Maine Community Foundation

Martin’s Point Health Care

Plummer Memorial Foundation

Red Empress Foundation

Simmons Foundation

The Agnes Lindsay Trust

Wing Benjamin Trust

The Verrill Foundation

Fisher Charitable Foundation

Austin Mutual Insurance Foundation

Maine Cancer Foundation

Narragansett Number One Foundation
Acadia Benefits Inc.
A.E. Robinson
Bangor Savings Bank
Beacon Hospice
Bear’s Den Motel
Berg Sportswear/Screen Printing and Embroidery
Bob’s Farm, Home & Garden
Bowman Constructors
C.A. Dean / Northwoods
Cabot Legal Services
Camden National Bank
Center Theatre
Charles & Jane Merrill
CHCS Home Health and Hospice
Comtrix / Global Healthcare Resources
Crosby & Neal Inc.
Cross Insurance
Dave’s World
Designlab, LLC
Dexter Family Practice & Urgent Care
Dover-Foxcroft Chiropractic Center
Dr. Gerrard Rudmin
Dr. Lesley Fernow & Dr. David Frasz
Duvaltex
E.W. Littlefield, Inc. & Sons
Earl Gerrish & Sons
Eastern Gazette
Eaton Peabody

Finestkind Tree Farms
FocuSone Solutions
Foxcroft Academy
Foxcroft Veterinary Services
French Foundations
G.A. Jackson & Son LLC
George Smith & Son
Guliford Bed & Breakfast
H & R Block Tax Service (D-F office)
Hall’s Christmas Tree Farm
Hampden Electric
Hardwood Products Co. LLC & Puritan Medical Products Co. LLC
Harris Drug Store
Harvard Pilgrim Health Care
Hibbard Skilled Nursing Center
HM Payson
Hometown Health Center
Howard Insurance
Indian Hill Trading Post
J.D. Raymond Transport
Johnson Foundations, Inc.
JSI Store Fixtures
Kelly, Remmel & Zimmerman
Kelly’s Landing
Kimball Insurance
Kimberly Chase-Cavanagh
Lakeshore House
Lander & Sons, Inc.
Lary Funeral Home
Lumbra Hardwoods Inc.
Maine Highlands Federal Credit Union
Maine Paper & Janitorial Products

Mallett Real Estate
Mayo Regional Hospital
McKenney Machine & Tool
McKusick Petroleum Company
Mingo Springs Golf Course
Moosehead Motorsports
Morrell’s Hardware
Mount Kineo Golf Course
Mountain’s Market
Ni2 Health LLC
Nor’Easter Restaurant
Northwoods Canoe Company
Parker Lumber Co. LLC
Pat’s Pizza Dover-Foxcroft
Pleasant River Lumber
Poole’s Place for Steaks and More
Rowell’s Garage
Santos Builders
Santos Plumbing & Heating
Solutions Consulting
Spectrum Healthcare Partners, PA
Spring Street Greenhouse
Spruce Mill Farm and Kitchen
Steinke & Carusso Dental Care
Stress Free Moose Pub & Café
Stutzman’s Farm Stand & Bakery
Taylor Contracting
T. Dow Photography
Thomas Logging & Forestry, Inc.
The Mill Inn and Café
Webhannet Golf Club
Whitney’s Guilford Market
Will’s Shop n Save
WOW Soaps
### Towns Served

#### Piscataquis County
- Abbot
- Atkinson
- Barnard
- Beaver Cove
- Blanchard
- Bowerbank
- Brownville
- Brownville Junction
- Derby
- Dover-Foxcroft
- Greenville
- Greenville Junction
- Guilford
- Lakeview Plantation
- Lily Bay
- Medford
- Milo
- Monson
- Orneville
- Parkman
- Sangerville
- Schoodic Lake
- Sebec
- Shirley
- Wellington
- Williamsburg
- Willimantic

#### Penobscot County
- Bradford
- Charleston
- Corinna
- Corinth
- Dexter
- Exeter
- Garland
- Lagrange

#### Somerset County
- Harmony
- Rockwood
- Ripley
- Cambridge
Pine Tree Hospice—A Volunteer Hospice

Hospice Services
Since 1986, Pine Tree Hospice’s mission has been to offer comfort with dignity to people of any age living with a progressive life-limiting illness, and because of this, we may have clients for years versus months. A volunteer hospice can provide non-medical services whenever an individual and their family need them, whether or not the individual is pursuing curative treatment. There is no need for a physician’s referral and all services are provided free of charge. The Coordinator of Volunteers and Client Services will assess the family’s situation, their needs and PTH’s ability to assist and then assign a volunteer accordingly.

Caring for the Caregiver Program and Community Education
PTH offers support to the unsung heroes in our communities—caregivers. From September through June, we schedule multiple events honoring, encouraging, educating, and aiding personal or professional (past, present, and future) caregivers in their demanding tasks. These events are open to all members of the community as well. Past events have included Dementia Care Strategies; Veterans’ End-of-Life Care; Nuts & Bolts of Caregiving; Estate Planning; and Advance Directives. Other educational workshops have included End of Life Planning.

Bereavement Services
PTH provides bereavement support through peer support groups which are facilitated by trained volunteers. Services are available to any child or adult who has experienced a loss through death, whether recently or years ago. A person need not have received hospice services through PTH to attend grief groups.
Peer support groups include: Lunch & Learn, which offers support along with a nutritious lunch and presentation; an evening Adult Bereavement Group, which meets twice monthly year-round; and Nights of Service, which has been specially developed for children, teens, and their families.
PTH also holds an annual Remembrance Celebration, which is open to the community and provides an opportunity for young and old to honor and celebrate the memory of family and friends who have died, whether recently or long ago. Memorial activities for all ages are offered, as well as the opportunity to be with others who have experienced loss. Music and refreshments are provided throughout the event. Recently, a workshop on Artful Grief explored grief through the arts.

Other Resources
Our office, at 883 West Main Street in Dover-Foxcroft, has resources for people of every age. We have a lending library with books and videos related to caregiving, death, dying and bereavement—there are novels and children's books, too. We also have Advance Care Planning materials and Resource Identification. We welcome you to visit us and encourage you to look at our website or Facebook page for our events, seminars and workshops.

Pine Tree Hospice
883 West Main Street, Dover-Foxcroft, ME 04426
207-564-4346

www.facebook.com/PineTreeHospice/
wecare@pinetreehospice.org
www.pinetreehospice.org
"We can’t add days to your life, but we can add life to your days."