



## 2020 Annual Report

To say that 2020 was an “unusual” year would be an understatement. Without warning, our “normal” vanished. We were forced to contend with closures and restriction of our standard activities. I commend our Auxiliary Board and membership for hanging in there through these confusing, and often frustrating, times.

Like so many volunteer organizations, our ability to raise money was greatly impacted. Our plan to hold a “Spring Cash” raffle was pushed to summer, then fall, and then cancelled altogether. The “Books are Fun” sales were suspended. Our Gift Shop was closed from March 13-September 14. The annual in-house Christmas cookie walk was cancelled.

But on a brighter note, we were able to hold a few creative activities to bolster our finances. In conjunction with the Foundation’s Uniform Tent Sale, we held a gift shop pop-up sale. In December, we ran a Christmas tree lottery raffle. To replace our usual Christmas cookie walk, we held a “bakeless” cookie sale that was overwhelmingly supported by our members.

On the business side, membership approved our updated bylaws and Articles of Incorporation. We also updated our membership flyer and webpage.

As we begin 2021, we will no doubt continue to face a number of challenges and must thoughtfully consider all options. The Board will reach out to general membership for ideas and opinions.

I again thank all of our dedicated members for their support of the Auxiliary. I look forward to a successful year for the organization.

Respectfully Submitted,

Debra Willer  
Auxiliary President

# 2020-2021 Board of Directors



### ELECTED OFFICERS

President	Debra Willer
Vice President	Kay Romeo
Secretary	Carla Premo
Treasurer	Julianne Fowler

### DIRECTORS

3 Year	Lee LaRosa
3 Year	Fran Orlando
2 Year	Patty O’Connell
2 Year	Karen Wilkins
1 Year	Elizabeth Barnes
1 Year	Judy Durant

### CHAIRPERSONS OF STANDING COMMITTEES

Beverage Cart	Rosemary Shoen
Co-Special Fundraising	Kay Romeo
Co-Special Fundraising	Carla Premo
Gift Shop Manager	Barbara Kennedy
Gift Shop Staffing	<b>**Vacant**</b>
Gift Shop Treasurer	Cheryl Novak
Information Desk	<b>**Vacant**</b>
Membership	Maria Macaulay
Printing and Publicity	Julianne Fowler
Patient Gifts	Becky Shaw
Scholarships	Elizabeth Barnes
Sunshine	Maria Macaulay
Sewing	Holly Derouchie

# Gift Shop Total Sales

Month	2020	2019	2018	2017
January	\$3,162.20	\$2,576.65	\$3,535.93	\$3,878.15
February	\$3,699.82	\$3,084.27	\$4,597.87	\$4,681.42
March	\$1,376.03	\$3,525.69	\$4,970.33	\$6,412.10
April	\$0	\$4,527.46	\$4,463.33	\$4,341.61
May	\$0	\$5,742.42	\$5,066.19	\$5,737.88
June	\$0	\$2,735.61	\$4,207.84	\$4,797.52
July	\$1,724.46	\$4,638.92	\$3,805.48	\$5,440.75
August	\$0	\$5,350.89	\$5,301.78	\$3,977.65
September	\$3,105.19	\$4,317.94	\$3,275.30	\$5,765.20
October	\$2,708.77	\$6,397.53	\$4,071.45	\$4,520.45
November	\$6,875.50	\$7,045.73	\$7,145.97	\$7,675.36
December	\$6,300.62	\$6,993.23	\$6,877.51	\$9,694.45
Total	\$28,952.59	\$56,936.34	\$56,307.93	\$66,922.56

In 2020, the Gift Shop donated \$10,000 to the Auxiliary General Fund.

Report respectfully,

Barbara Kennedy  
Gift Shop Manager

# Gift Shop Staffing

Month	# of Volunteers	Shifts Covered/Available	Total Hours
January	10	41/44	123
February	9	36/40	108
March	8	14/18	42
April	Closed	-	-
May	Closed	-	-
June	Closed	-	-
July	Closed	-	-
August	Closed	-	-
September	9	25/26	75
October	9	36/43	108
November	9	35/40	105
December	9	40/42	120

The Gift Shop was closed April-August due to COVID. At the end of 2020, we had nine active members.

Respectfully Submitted,



Barbara Kennedy  
Gift Shop Manager

# Auxiliary Membership

Year	2020	2019	2018	2017	2016
Membership Total	95	100	113	130	133



# Committee Staffing Report

Year	2020		2019	
Committee	Workers	Hours	Workers	Hours
Beverage Cart	3	18	5	80
Gift Shop Staffing	9	681	15	1,461
Information Desk	5	51	12	440
Patient Gifts	9	188 items	36	60
Sewing		702 items		1, 605 items
Sunshine	1	12	1	18

# Gift Shop Treasurer’s Annual Report

For the year Jan 1– Dec 31, 2020

Jan 1, 2020 beginning balance	\$5,106.50
Total deposits	+ \$38,457.12
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Total	\$43,563.62
Total disbursements	- \$39,542.13
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Dec 31, 2020 ending balance	\$4,021.49
Transfer to general fund \$10,000.00	
Included in total disbursements	
Key Bank Dec 31, 2020 balance	\$4,021.49
No checks outstanding	- 0
	<hr/>
0 credit card deposit 0/s	\$4,021.49
	- 0
	<hr/>
	\$4,021.49

Respectfully Submitted,



Cheryl Novak  
Gift Shop Treasurer

# Treasurer’s Annual Report for General Fund

For the year Jan 1- Dec 31, 2020

**General fund balance end of 2019** **\$13,616.60**

<b>Deposits:</b>	
Membership	\$500.00
Fundraising	\$1,154.00
Miscellaneous	\$2,025.00**
Gift Shop transfers	\$10,000.00

**Total deposits 2020** **\$13,679.00\*\***

**General fund balance** **\$27,295.60**

<b>Disbursements:</b>	
Scholarship	\$2,833.00
Fundraising	\$177.50
Hospital gifts	\$19,861.54
Supplies	\$1,695.16
Miscellaneous	\$274.90
Patient gifts	\$93.93

**Total disbursements 2020** **\$24,936.03**

**General fund balance Dec 31, 2020** **\$2,359.57**

**Key Bank savings account– balance Dec 31, 2019** **\$17,810.16**

Total interest credited year 2020	\$3.38
Transfer to checking account	<u>- \$2,000.00</u>

**Key Bank balance Dec 31, 2020** **\$15,813.54**

\*\*includes \$2,000 transfer from savings account

# Meetings

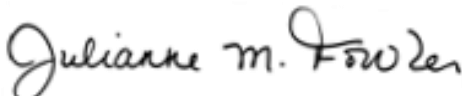
## BOARD OF DIRECTORS

The Board of Directors meetings were held on the second Wednesday of January through June and September through December at 10:00am in the Hospital’s Board Room. Because of COVID restrictions, meetings were convened as follows in 2020:

- January, February, and March– in-person meetings
- April, May, and June– conference calls
- September, October, and November– “hybrid” meetings with limited in-person attendance, supplemented by conference call participation
- December– conference call

## GENERAL MEMBERSHIP

No general membership meetings/luncheons were held in 2020 due to COVID restrictions.

Respectfully Submitted,  
  
Julianne M. Fowler  
Auxiliary Treasurer



# Fundraising

## BOOKS ARE FUN

No sales were held in 2020 due to COVID restrictions.

## CHRISTMAS COOKIE WALK

Our ever-popular cookie walk could not be held in 2020 due to COVID restrictions. In its place, we held a “bakeless” cookie sale and asked members to donate whatever they might usually spend to make cookies. The membership responded with contributions totaling \$540.

## CHRISTMAS LOTTERY TREE RAFFLE

A raffle to win \$100 worth of scratch-off lottery tickets was held in December, resulting in a profit of \$484.

## POP-UP TENT SALE

The Gift Shop held an outside tent sale on July 30. Beautiful sunny weather brought out a steady crowd of shoppers. We generated over \$1600 in sales.



# 2020 Auxilian of the Year

## CARLA PREMO

Carla Premo was named 2020 Auxilian of the Year. Carla has been a member of the Auxiliary for over five years. In addition to currently serving as our Board Secretary, Carla has taken on a variety of tasks, including producing posters, participating in charity events, selling raffle tickets, and decorating. She has also counted and sorted more coats, hats, and shoes than we can even imagine. Carla is also a valuable member of our Gift Shop staff and has previously been one of the Board Directors.

***Congratulations to Carla Premo!***





# Activities and Services

## EQUIPMENT DONATIONS

In 2020, the Auxiliary fulfilled its pledge to purchase the following equipment for Massena Hospital:

- 4 Zoll AEDs
- A gas convection oven for Nutrition Services
- A food processor for Nutrition Services



# Activities and Services

## BEVERAGE CART

For years, the Auxiliary has provided beverages and conversation to inpatients at the Hospital. This service was suspended on March 13 due to COVID restrictions. Later in the year, the Board decided to permanently terminate this service based on not only COVID restrictions, but also on the declining number of volunteers. We would like to thank Rosemary Shoen for her many years of coordinating this effort.

## INFORMATION DESK

The Information Desk in the Main Lobby is another long-standing service of the Auxiliary. We provide information and assistance to patients and visitors, as well as serve as the “face” of Massena Hospital. Sadly, this service was suspended on March 13 due to COVID restrictions.

## MAIN LOBBY GARDEN

When we realized the planter in the Main Lobby was getting a bit overgrown, the Board enlisted the help of the Massena Valley Garden Club to update the area. Many thanks to Auxilian Becky Shaw and Garden Club President Jane Portolese for working their magic on this area.





# Activities and Services

## PATIENT GIFTS

Due to COVID restrictions, we shared our patient gifts on only four holidays, delivering 88 gifts to the Infusion Clinic, and 100 gifts to Nutrition Services to be placed on inpatient meal trays. We are always hopeful that these little gifts will remind patients of a caring, pleasant stay at Massena Hospital.

## SCHOLARSHIPS

The Auxiliary awarded two \$1000 scholarships to graduating seniors from Massena Central School who are furthering their education in a medical field. This year's recipients were:

- Jillian Chapman, attending Daeman College in the Physician Assistant program
- Callie Dow, attending SUNY Plattsburgh in the RN/BSN program

## SEWING TEAM

Our sewing group, supplemented by Massena-area quilting groups, meet monthly to produce items that are later given to patients throughout the facility. Because of COVID restrictions, the group was only able to meet once in 2020. With strong continuing support from Committee Chairperson Holly Derouchie, the group was able to deliver 314 teddy bears, 374 pillows, and 14 catheter covers to our patients.

## HOLIDAY DECORATING

To comply with St. Lawrence Health System's decoration policy, we were unable to decorate any of our customary Christmas trees and wreaths in 2020.

## CARDS FOR TROOPS

The Auxiliary was proud to take part in the Cards for Troops program offered through NYS Senator Patty Ritchie's office. We collected a shopping bag full of personally signed holiday cards to be distributed to active duty service members and patients in VA hospitals.



## HAND-CRAFTED CHRISTMAS CARDS

To recognize hospital staff, nursing home staff, and Massena School teachers, Becky Shaw and Fran Orlando created beautiful cards offering them our thanks and support. Maria Macaulay hand delivered the cards. Thank you ladies!

# Activities and Services

## DONUT DAY

To recognize the hard work of the Hospital's staff and providers during the onset of the pandemic, the Auxiliary sponsored "Donut Day" on April 7. With product and financial support from Tim Horton's, Dunkin Donuts, BJ's Wholesale Club, and Walmart, the Auxiliary was able to deliver donuts, cookies, pastries, and water to staff members at Massena Hospital and clinics/provider offices.

