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Open to Public
InspectionName of the Organization
CHI INSTITUTE FOR RESEARCH AND INNOVATIONEmployer Identification Number
27-1050565

Return Reference	Identifier	Explanation
FORM 990, PART III, LINE 4A	PROGRAM SERVICE ACCOMPLISHMENTS	AS SET FORTH IN THE ARTICLES OF INCORPORATION AND BYLAWS, THE PRINCIPAL PURPOSE AND FUNCTIONS OF CATHOLIC HEALTH INITIATIVES INSTITUTE FOR RESEARCH AND INNOVATION ("CIRI") ARE TO ENGAGE PRIMARILY IN THE CONDUCT OF MEDICAL RESEARCH AND CARRY OUT OTHER FUNCTIONS THAT SUPPORT CATHOLIC HEALTH INITIATIVES ("CHI") AND ITS AFFILIATED ENTITIES. CIRI INTENDS TO CREATE A NATIONAL PROGRAM TO PIONEER THE ADVANCEMENT, TRANSFORMATION, AND INTEGRATION OF MEDICAL, CLINICAL AND TRANSLATIONAL RESEARCH AND HEALTH CARE INNOVATION (R&I ACTIVITIES) THROUGHOUT THE HEALTH CARE SYSTEM OWNED AND/OR OPERATED BY CHI (THE "CHI HEALTHCARE SYSTEM"), FOR THE BENEFIT OF THE COMMUNITIES CHI SERVES. ALL R&I ACTIVITIES WILL BE CONDUCTED USING CHI PATIENTS AS PARTICIPANTS IN THE RESEARCH STUDIES TO IMPROVE THE HEALTH OF CHI'S PATIENTS. THE OPERATIONS OF CIRI ARE SEPARATED INTO TWO PRIMARY AREAS: (1) CENTRALIZED ADMINISTRATION AND MANAGEMENT OF R&I ACTIVITIES, AND (2) CENTRALIZED CULTIVATION AND DISSEMINATION OF KNOWLEDGE GENERATED FROM R&I ACTIVITIES. CIRI WILL CONDUCT THESE RESEARCH ACTIVITIES TO SUPPORT AND BENEFIT CHI. CENTRALIZED ADMINISTRATION AND MANAGEMENT OF R&I ACTIVITIES WILL ALLOW CIRI, THROUGH ITS CENTRAL ADMINISTRATIVE OFFICE, TO PROVIDE STRATEGIC, ADMINISTRATIVE, MANAGERIAL, AND FINANCIAL SUPPORT FOR R&I ACTIVITIES THROUGHOUT THE CHI HEALTHCARE SYSTEM. THESE ACTIVITIES WILL TAKE PLACE AT HOSPITALS AND HEALTHCARE FACILITIES LOCATED IN A PARTICULAR GEOGRAPHIC REGION BEING REFERRED TO AS AN "MBO." CIRI'S CENTRALIZED ADMINISTRATION OF THESE ACTIVITIES WILL PROVIDE UNIFORM RESEARCH GUIDELINES AND OPERATING STANDARDS, BUSINESS SERVICES, AND A COMPLIANCE PROGRAM FOR CONDUCTING R&I ACTIVITIES. BY CENTRALIZING THESE SERVICES, CIRI WILL REDUCE OR ELIMINATE THE DUPLICATION OF RESOURCES AT THE PARTICIPATING MBO LEVEL, AS WELL AS PROVIDE CONSISTENCY AND STANDARDIZATION FOR THE R&I ACTIVITIES. THE CENTRALIZED SERVICES WILL BE CONDUCTED BY EMPLOYEES OF CIRI. ALL DIRECT PATIENT R&I ACTIVITIES WILL BE CONDUCTED AT THE MBO'S BY EMPLOYEES, AGENTS OR INDEPENDENT CONTRACTORS OF THE MBO. CENTRALIZED CULTIVATION AND DISSEMINATION OF KNOWLEDGE GENERATED FROM R&I ACTIVITIES OF CIRI IS INTENDED TO CULTIVATE AND EVALUATE NEW DELIVERY SYSTEMS TO ADVANCE AND DISSEMINATE THE HEALTHCARE KNOWLEDGE GENERATED BY THE R&I ACTIVITIES. CIRI WILL ESTABLISH A PROGRAM TO IDENTIFY, VALIDATE, AND PUBLICIZE THE RESULTS OF R&I ACTIVITIES THAT ARE FOCUSED ON TRANSFORMING THE WAY HEALTH CARE IS DELIVERED IN ORDER TO IMPROVE HEALTH OUTCOMES FOLLOWING THE VALIDATION OF A NOVEL ADVANCEMENT. CIRI WILL IMPLEMENT EDUCATION AND TRAINING PROGRAMS AND PRODUCE PUBLICATIONS AND PRESENTATIONS TO DISSEMINATE KNOWLEDGE THROUGHOUT THE CHI HEALTH SYSTEM AND THE HEALTHCARE INDUSTRY. THE DISSEMINATION AND PUBLICATION SERVICES WILL BE CONDUCTED BY EMPLOYEES OF CIRI. ALL IDENTIFICATION AND VALIDATION OF R&I ACTIVITIES WILL BE CONDUCTED AT THE MBO BY EMPLOYEES, AGENTS OR INDEPENDENT CONTRACTORS OF THE MBO. ALL CENTRALIZED SUPPORT AND KNOWLEDGE DISSEMINATION WILL BE CONDUCTED FROM A SINGLE CIRI LOCATION. THE AFOREMENTIONED FUNCTIONS OF CIRI ARE INTENDED TO ENABLE AND ADVANCE THE HEALING MINISTRY OF CHI HEALTHCARE SYSTEM IN SUPPORT OF CHI.
FORM 990, PART VI, SECTION A, LINE 6	CLASSES OF MEMBERS OR STOCKHOLDERS	THE ORGANIZATION'S SOLE MEMBER IS CATHOLIC HEALTH INITIATIVES, A COLORADO NONPROFIT CORPORATION.
FORM 990, PART VI, SECTION A, LINE 7A	MEMBERS OR STOCKHOLDERS ELECTING MEMBERS OF GOVERNING BODY	PURSUANT TO SECTION 4 OF THE ORGANIZATION'S BYLAWS, DIRECTORS OF THE CORPORATION, OTHER THAN EX OFFICIO DIRECTORS, IF ANY, SHALL BE APPOINTED BY THE CORPORATE MEMBER NO LATER THAN JUNE 30 OF EACH YEAR. PRIOR TO EACH ANNUAL MEETING OF THE CORPORATE MEMBER, OR SUCH OTHER MEETING CALLED FOR THE PURPOSE OF APPOINTING DIRECTORS OF THE CORPORATION, THE BOARD OF DIRECTORS MAY SELECT A SLATE OF NOMINEES QUALIFIED TO SERVE ON THE BOARD OF DIRECTORS OF THE CORPORATION, IN ADDITION TO THE EX OFFICIO DIRECTORS. THE NAMES AND QUALIFICATIONS OF EACH INDIVIDUAL SHALL BE SUBMITTED TO THE CORPORATE MEMBER, WHO SHALL THEN APPOINT OR REFUSE EACH NOMINEE IN ACCORDANCE WITH THE CORPORATE MEMBER'S BYLAWS AND WITH THE ENDORSEMENT OF THE EXECUTIVE VICE PRESIDENT AND CHIEF OPERATING OFFICER OR OTHER DESIGNEE. NOTWITHSTANDING ANYTHING IN THE BYLAWS TO THE CONTRARY, THE CORPORATE MEMBER MAY UNILATERALLY APPOINT ONE OR MORE INDIVIDUALS TO THE BOARD OF DIRECTORS WHETHER OR NOT THE BOARD FURNISHES THE CORPORATE MEMBER WITH A LIST OF INDIVIDUALS QUALIFIED TO SERVE ON THE BOARD OF DIRECTORS OF THE CORPORATION IN ACCORDANCE WITH THE BYLAWS.
FORM 990, PART VI, SECTION A, LINE 7B	DECISIONS REQUIRING APPROVAL BY MEMBERS OR STOCKHOLDERS	THE ORGANIZATION'S CORPORATE MEMBER IS CATHOLIC HEALTH INITIATIVES ("CHI"). PURSUANT TO SECTION 5.4 OF THE ORGANIZATION'S BYLAWS, THE CORPORATE MEMBER SHALL HAVE THE SPECIFIC RIGHTS SET FORTH IN THE GOVERNANCE MATRIX. PURSUANT TO THE GOVERNANCE MATRIX THE FOLLOWING RIGHTS ARE RESERVED TO THE CHI BOARD DIRECTLY OR THROUGH POWERS DELEGATED TO THE CHI CHIEF EXECUTIVE OFFICER: • SUBSTANTIAL CHANGE IN THE MISSION OR PHILOSOPHY OF CHI INSTITUTE FOR RESEARCH AND INNOVATION ("CIRI"); • AMENDMENT OF THE CORPORATE DOCUMENTS OF CIRI; • APPROVE MEMBERS OF THE CIRI BOARD; • REMOVAL OF A MEMBER OF THE GOVERNING BODY OF CIRI; • APPROVAL OF ISSUANCE OF DEBT BY CIRI; • APPROVAL OF PARTICIPATION OF CIRI IN A JOINT VENTURE; • APPROVAL OF FORMATION OF A NEW CORPORATION BY CIRI; • APPROVAL OF A MERGER INVOLVING CIRI; • APPROVAL OF THE SALE OF ALL OR SUBSTANTIALLY ALL OF THE ASSETS OF CIRI; • TO REQUIRE THE TRANSFER OF ASSETS BY CIRI TO CHI TO ACCOMPLISH CHI'S GOALS AND OBJECTIVES, AND TO SATISFY CHI DEBTS; AND • ADOPTION OF LONG RANGE AND STRATEGIC PLANS FOR CIRI. PURSUANT TO SECTION 5.5.2 OF THE ORGANIZATION'S BYLAWS, CHI MAY, IN EXERCISE OF ITS APPROVAL POWERS, GRANT OR WITHHOLD APPROVAL IN WHOLE OR IN PART, OR MAY, IN ITS COMPLETE DISCRETION, AFTER CONSULTATION WITH THE BOARD AND THE PRESIDENT AND CHIEF EXECUTIVE OFFICER OF THE ORGANIZATION, RECOMMEND SUCH OTHER OR DIFFERENT ACTIONS AS IT DEEMS APPROPRIATE.
FORM 990, PART VI, SECTION B, LINE 11B	REVIEW OF FORM 990 BY GOVERNING BODY	CIRI WILL PROVIDE ITS BOARD WITH AN ELECTRONIC COPY OF THE FORM 990 PRIOR TO THE FILING DEADLINE. SEPARATELY, CIRI'S MANAGEMENT WILL REVIEW THE FORM FOR ACCURACY OF THE ANSWERS PROVIDED THROUGHOUT THE FORM, AS WELL AS VERIFYING THE ACCURACY OF THE FINANCIAL DATA. SUBSEQUENT TO MANAGEMENT'S REVIEW AND THE RETURN BEING PROVIDED TO THE BOARD THE TAX DEPARTMENT FILES THE RETURN WITH THE APPROPRIATE FEDERAL AND STATE AGENCIES, MAKING ANY NON-SUBSTANTIVE CHANGES NECESSARY TO EFFECT E-FILING. ANY SUCH CHANGES ARE NOT RE-SUBMITTED TO THE BOARD.
FORM 990, PART VI, SECTION B, LINE 12C	CONFLICT OF INTEREST POLICY	THE ORGANIZATION HAS ADOPTED CHI'S CONFLICT OF INTEREST POLICY. THE FOLLOWING CHI CONFLICT OF INTEREST POLICY APPLIES TO THE CHI INSTITUTE FOR RESEARCH AND INNOVATION (CIRI) OFFICERS AND BOARD MEMBERS. EACH TRUSTEE MUST PROMPTLY AND FULLY REPORT TO THE BOARD CHAIR SITUATIONS THAT MAY CREATE A CONFLICT OF INTEREST WHEN HE OR SHE BECOMES AWARE OF SUCH SITUATIONS. IN ANY SITUATION WHEN A TRUSTEE IS IN DOUBT, FULL DISCLOSURE SHOULD BE MADE SO AS TO PERMIT AN IMPARTIAL AND OBJECTIVE DETERMINATION. A WRITTEN RECORD OF THE DISCLOSURE WILL BE MADE. IN ADDITION TO THE ONGOING DISCLOSURE OBLIGATION, CHI'S SENIOR VICE PRESIDENT, LEGAL SERVICES AND GENERAL COUNSEL SHALL ANNUALLY SEND TO ALL TRUSTEES A COPY OF THE COI POLICY AND THE CONFLICT OF INTEREST DISCLOSURE STATEMENT. THE TRUSTEES MUST PROMPTLY COMPLETE, SIGN, AND RETURN THE STATEMENT TO CHI'S SENIOR VICE PRESIDENT LEGAL SERVICES AND GENERAL COUNSEL. THE COMPLETED STATEMENTS WILL BE REVIEWED BY THE GENERAL COUNSEL, WHO WILL REPORT POTENTIAL CONFLICTS TO THE BOARD CHAIR.

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		THE BOARD CHAIR OR DESIGNEE SHALL MAKE SUCH FURTHER INVESTIGATION OF ANY CONFLICT OF INTEREST DISCLOSURES AS HE OR SHE MAY DEEM APPROPRIATE. IF THE CONFLICT INVOLVES THE BOARD CHAIR, THE VICE CHAIR WILL ASSUME THE CHAIR'S ROLE OUTLINED IN THE POLICY. BASED ON REVIEW AND EVALUATION OF THE RELEVANT FACTS AND CIRCUMSTANCES, THE BOARD CHAIR WILL MAKE AN INITIAL DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS AND WHETHER, PURSUANT TO THIS POLICY, REVIEW AND APPROVAL OR OTHER ACTION BY THE BOARD OF STEWARDSHIP TRUSTEES IS REQUIRED. A WRITTEN RECORD OF THE BOARD CHAIR'S DETERMINATION, INCLUDING RELEVANT FACTS AND CIRCUMSTANCES, WILL BE MADE. THE BOARD CHAIR SHALL THEN MAKE AN APPROPRIATE REPORT TO THE EXECUTIVE COMMITTEE OF THE BOARD CONCERNING SUCH REVIEW, EVALUATION AND DETERMINATION. IF A DIFFERENCE OF OPINION EXISTS BETWEEN THE BOARD CHAIR AND ANOTHER TRUSTEE AS TO WHETHER BOARD OF STEWARDSHIP TRUSTEES REVIEW AND APPROVAL OR OTHER ACTION IS REQUIRED WITHIN THIS POLICY, THE MATTER SHALL BE SUBMITTED TO THE BOARD'S EXECUTIVE COMMITTEE, WHICH SHALL MAKE A FINAL DETERMINATION AS TO THE MATTER PRESENTED. SUCH DETERMINATION, INCLUDING RELEVANT FACTS AND CIRCUMSTANCES, WILL BE REFLECTED IN THE COMMITTEE MINUTES AND WILL BE REPORTED TO THE BOARD OF STEWARDSHIP TRUSTEES. THE FOLLOWING CONFLICT OF INTEREST POLICY APPLIES TO CIRI EMPLOYEES WHO SERVE AS OFFICERS OR KEY EMPLOYEES AT THE TIME OF THE EMPLOYEE'S ANNUAL EVALUATION, THE EMPLOYEE'S DIRECT MANAGER OR SUPERVISOR SHALL REVIEW THIS POLICY WITH THE EMPLOYEE. IF THERE ARE CHANGES TO THE EMPLOYEE'S PREVIOUSLY SIGNED CONFLICT OF INTEREST DISCLOSURE STATEMENT, A NEW DISCLOSURE STATEMENT SHALL BE COMPLETED, SIGNED AND MAINTAINED IN THE EMPLOYEE'S HR FILE. IF THERE ARE NO CHANGES TO THE EMPLOYEE'S PREVIOUSLY SIGNED CONFLICT OF INTEREST DISCLOSURE STATEMENT, THE MANAGER AND EMPLOYEE WILL NOTE THAT THERE IS NO CHANGE ON THE SPACE PROVIDED ON THE EMPLOYEE'S EVALUATION FORM ANY QUESTION ABOUT AN ACTUAL OR POTENTIAL CONFLICT OF INTEREST SHOULD FIRST BE PRESENTED BY THE EMPLOYEE TO THE EMPLOYEE'S DIRECT MANAGER OR SUPERVISOR FOR REVIEW AND DETERMINATION. IF THE EMPLOYEE DOES NOT IDENTIFY OR RECOGNIZE THE CONFLICT OR THE NEED TO REQUEST A REVIEW, THE MANAGER, WHO BECOMES AWARE OF A SITUATION THAT INVOLVES THE EMPLOYEE AND PRESENTS AN ACTUAL OR POTENTIAL CONFLICT OF INTEREST, SHOULD MAKE A DETERMINATION AND ADVISE THE EMPLOYEE OF THE SAME. IF THE EMPLOYEE AND THE MANAGER DO NOT AGREE ABOUT THE APPLICABILITY OF THIS POLICY, OR IF THE EMPLOYEE SEEKS AN EXCEPTION OR EXEMPTION FROM THIS POLICY, THE MANAGER SHALL CONSULT WITH THE MANAGER'S VICE PRESIDENT (OR HIGHER IF THE MANAGER IS A VICE PRESIDENT) TO REACH A DETERMINATION. IF THE MATTER REMAINS UNRESOLVED, IT SHALL BE REFERRED TO THE CHI VICE PRESIDENT OF HUMAN RESOURCES AND THE CHI CORPORATE RESPONSIBILITY OFFICER FOR DETERMINATION. IF THE CHI VICE PRESIDENT OF HUMAN RESOURCES AND THE CHI CORPORATE RESPONSIBILITY OFFICER ARE UNABLE TO REACH AGREEMENT, THE MATTER SHALL BE REFERRED TO THE CHI GENERAL COUNSEL, WHOSE DECISION SHALL BE FINAL. EACH DECISION MAKER MAY INVESTIGATE AND CONSIDER THE CIRCUMSTANCES SURROUNDING THE POTENTIAL OR ACTUAL CONFLICT OF INTEREST, INCLUDING INTERVIEWING THE EMPLOYEE, AS THE DECISION MAKER DEEMS NECESSARY OR APPROPRIATE TO MAKE AN INFORMED DECISION.
FORM 990, PART VI, SECTION B, LINE 15A	PROCESS USED TO ESTABLISH COMPENSATION OF TOP MANAGEMENT OFFICIAL	THE COMPENSATION REVIEW PROCESS FOR THE TOP MANAGEMENT OFFICIAL OF CHI INSTITUTE FOR RESEARCH AND INNOVATION (CIRI) MIRRORS THAT OF CATHOLIC HEALTH INITIATIVES (CHI), WHICH IS AS FOLLOWS *CHI HAS A DEFINED COMPENSATION PHILOSOPHY. BOTH THE EXECUTIVE AND NON-EXECUTIVE COMPENSATION STRUCTURES AND RANGES ARE REVIEWED ANNUALLY IN COMPARISON TO MARKET DATA. CHI USES THE HAY GROUP AS THE INDEPENDENT THIRD PARTY TO ASSESS EXECUTIVE COMPENSATION PROGRAMS AND TO ENSURE THE REASONABLENESS OF ACTUAL SALARIES AND TOTAL COMPENSATION PACKAGES. COMPENSATION OF THE SENIOR MOST EXECUTIVES IS REVIEWED ANNUALLY. THE HAY GROUP REVIEWS BOTH CASH AND TOTAL COMPENSATION FOR OVERALL REASONABLENESS, FOR ADHERENCE TO CHI'S COMPENSATION PHILOSOPHY, AND FOR COMPARABILITY TO THE NOT-FOR-PROFIT HEALTHCARE MARKET. THIS INDEPENDENT REVIEW IS DELIVERED BY HAY GROUP TO THE HR COMMITTEE OF THE CHI BOARD OF STEWARDSHIP TRUSTEES ANNUALLY AT THEIR SEPTEMBER MEETING AND MINUTES ARE SHARED WITH THE FULL BOARD AT THE DECEMBER MEETING. THE LAST REVIEW WAS SEPTEMBER, 2011 IN ADDITION, IN DECEMBER 2009, HAY GROUP COMPLETED A COMPREHENSIVE REVIEW OF ALL POSITIONS AT THE LEVEL OF VICE PRESIDENT AND ABOVE TO DETERMINE AND VALIDATE APPROPRIATE COMPENSATION LEVELS.*
FORM 990, PART VI, SECTION B, LINE 15B	PROCESS USED TO ESTABLISH COMPENSATION OF OTHER OFFICERS/KEY EMPLOYEES	DURING THE YEAR ENDED JUNE 30, 2011, ALL OTHER OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES WERE PAID BY EITHER CATHOLIC HEALTH INITIATIVES (CHI) OR CHI INSTITUTE FOR RESEARCH AND INNOVATION (CIRI). THE COMPENSATION REVIEW PROCESS FOR CIRI'S OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES MIRRORS THAT OF CHI, WHICH IS AS FOLLOWS: *CHI HAS A DEFINED COMPENSATION PHILOSOPHY. BOTH THE EXECUTIVE AND NON-EXECUTIVE COMPENSATION STRUCTURES AND RANGES ARE REVIEWED ANNUALLY IN COMPARISON TO MARKET DATA. CHI USES THE HAY GROUP AS THE INDEPENDENT THIRD PARTY TO ASSESS EXECUTIVE COMPENSATION PROGRAMS AND TO ENSURE THE REASONABLENESS OF ACTUAL SALARIES AND TOTAL COMPENSATION PACKAGES. COMPENSATION OF THE SENIOR MOST EXECUTIVES IS REVIEWED ANNUALLY. THE HAY GROUP REVIEWS BOTH CASH AND TOTAL COMPENSATION FOR OVERALL REASONABLENESS, FOR ADHERENCE TO CHI'S COMPENSATION PHILOSOPHY, AND FOR COMPARABILITY TO THE NOT-FOR-PROFIT HEALTHCARE MARKET. THIS INDEPENDENT REVIEW IS DELIVERED BY HAY GROUP TO THE HR COMMITTEE OF THE CHI BOARD OF STEWARDSHIP TRUSTEES ANNUALLY AT THEIR SEPTEMBER MEETING AND MINUTES ARE SHARED WITH THE FULL BOARD AT THE DECEMBER MEETING. THE LAST REVIEW WAS SEPTEMBER, 2011. IN ADDITION, IN DECEMBER 2009, HAY GROUP COMPLETED A COMPREHENSIVE REVIEW OF ALL POSITIONS AT THE LEVEL OF VICE PRESIDENT AND ABOVE TO DETERMINE AND VALIDATE APPROPRIATE COMPENSATION LEVELS.*
FORM 990, PART VI, SECTION C, LINE 19	PUBLIC DISCLOSURE	THE ORGANIZATION'S GOVERNING DOCUMENTS ARE AVAILABLE ON THE COLORADO SECRETARY OF STATE'S WEBSITE THE ORGANIZATION'S CONFLICTS OF INTEREST POLICY IS NOT PUBLICLY AVAILABLE THE ORGANIZATION'S FINANCIAL STATEMENTS ARE INCLUDED IN CATHOLIC HEALTH INITIATIVES' CONSOLIDATED AUDITED FINANCIAL STATEMENTS THAT ARE AVAILABLE AT WWW.CATHOLICHEALTHINITIATIVES.ORG OR AT WWW.DACBOND.ORG.
FORM 990, PART VI, SECTION A, LINE 1A	EXECUTIVE COMMITTEE COMPOSITION AND AUTHORITY	PURSUANT TO SECTION 8.1 OF THE ORGANIZATION'S BYLAWS, THE BOARD OF DIRECTORS MAY, BY RESOLUTION ADOPTED BY A MAJORITY OF THE DIRECTORS THEN IN OFFICE, ESTABLISH ONE OR MORE COMMITTEES, AS NEEDED OR REQUIRED TO CONDUCT AND TRANSACT THE BUSINESS OF THE CORPORATION, EXCEPT AS OTHERWISE PROVIDED IN THE BYLAWS. THE BOARD OF DIRECTORS MAY SET THE QUALIFICATIONS FOR MEMBERSHIP ON ANY COMMITTEE IT MAY ESTABLISH, PROVIDED THAT EACH COMMITTEE SHALL CONSIST OF AT LEAST TWO (2) DIRECTORS OF THE CORPORATION. COMMITTEES MAY INCLUDE PERSONS OTHER THAN DIRECTORS, EXCEPT THAT A COMMITTEE THAT HAS THE AUTHORITY TO ACT ON BEHALF OF THE BOARD OF DIRECTORS MUST INCLUDE ONLY DIRECTORS OF THE CORPORATION. MINUTES OF ALL COMMITTEE MEETINGS SHALL BE RECORDED AND COPIES OF SUCH MINUTES SHALL BE PROVIDED TO THE BOARD OF DIRECTORS
FORM 990, PART VI, SECTION B, LINE 14	DOCUMENT RETENTION AND DESTRUCTION POLICY	THE ORGANIZATION HAS A DOCUMENT RETENTION AND DESTRUCTION POLICY; HOWEVER THE POLICY HAD NOT BEEN FORMALLY ADOPTED BY THE GOVERNING BOARD AS OF THE END OF THE TAX YEAR.
FORM 990, PART VII, SECTION A, LINE 1A	ESTIMATE OF HOURS DEVOTED TO RELATED ORGANIZATIONS	THE INDIVIDUALS LISTED IN PART VII THAT REPORT COMPENSATION PAID BY A RELATED ORGANIZATION DEVOTE APPROXIMATELY 80 HOURS PER WEEK TO THE RELATED ORGANIZATIONS AND RECEIVE COMPENSATION IN EXCHANGE FOR THEIR SERVICES PROVIDED