



SDCCPSG BOARD MEETING | MINUTES

Meeting | 02/03/2020

Meeting location SD Health & Human Services Agency – San Diego Rm

Meeting called by Nancy Floodberg

Attendees, Dolores Cohenour, Nancy Floodberg, Jodi Harrison, Susan Howard, Tony Jeske, Debbie Stubbe, Bruce Lowe and Jim Paterniti via Zoom

Type of meeting SDCCPSG Board Meeting

Facilitator Nancy Floodberg

Absent: Ron Phillips, Debbie Jordan

Secretary Nancy Floodberg

Timekeeper Tony Jeske

Agenda Topics

I. REVIEW

A. Time | 10:00-10:02A | **January Board Minutes** | Nancy Floodberg

MOTION: Moved by Tony Jeske, seconded by Susan Howard, that the January Minutes be accepted as read.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
None	Click or tap here to enter text.	

B. Time | 10:02-10:05A | **January Action Items** | Nancy Floodberg

Discussion: January Action Items reviewed.

Conclusion: Outstanding January Action Items identified, carried forward and/or assigned new deadline.

Action items	Person responsible	Deadline
Provide feedback to Board regarding suggested Board action/s to honor the memory of Board member, Debbie J.'s, daughter	Debbie Jordan	03/09/2020 ✓
Send thank you notes to Nov. speakers	Randa Baramki	02/03/2020
Resend Annual Finance Report to State	Tony Jeske	03/15/2020 ✓
Rebuild website in format for desktop and mobile phones	Bruce Lowe	04/30/2020-rev
Audit Committee sign, submit Audit letter to Tony J., Nancy F.	Tony Jeske	03/31/2020
Include Annual Report in Feb (now April) Newsletter	Nancy Floodberg	04/01/2020 ✓
Explore ZOOM-only PD Support Group	Nancy Floodberg	04/13/2020
Present fruit platter, cookies drinks and napkins on L-positioned tables in NE corner of San Diego Room with chairs adjacent	Debbie Stubbe	02/12/2020
Bring cell phone to play background music during Social Hour	Nancy Floodberg	03/11/2020 ✓
Set up Board "read only" access to K&S Due Dates Calendar	Bruce Lowe	02/03/2020 ✓
Instruct Board on accessing K&S Due Dates Calendar	Bruce Lowe	02/03/2020 ✓

II. UPDATES

A. Time | 10:05-10:08A | **Treasurer** | Tony Jeske

Discussion: Audit letter, Annual Report, Directory.

Conclusion: Audit letter needs Peter Keys signature. Annual Report sent to Board. Directory ready to print.

Action items	Person responsible	Deadline
Directory distribution.	Tony Jeske	Ongoing ✓

B. Time | 10:08-10:11A | **Webmaster** | Bruce Lowe

Discussion: Little Free Library, K&S Calendar.

Conclusion: SDCCPSG's library book are now listed on our website. The K & S Due Dates Calendar is Board accessible. Smart Phone hacker protection handout shared.

Action items	Person responsible	Deadline
None	Click or tap here to enter text.	

III. REPORTS

A. Time | 10:11-10:21A | **President's Monthly Report** | Nancy Floodberg

Discussion: PF's Caregiver Summit, PA 5K Walk, Feb/Mar Newsletter, Event/Due Date Calendars, CIRM petition (CA Institute for Regenerative Medicine signatures to renew funding) reviewed.

Conclusion: Nancy will attend, via scholarship, Caregiver Summit in Miami 5/14-16/20 (holding a viewing party is not a requirement). We have a PA 5K Walk team, Team SDCCPSG!, and will have a support group table at the event. SDCCPSG events on Event Calendar listed in a contrasting color to identify from other community events.

Action items	Person responsible	Deadline
Staff PA 5K Walk Support Group Table	Dolores Cohenour	04/04/2020
Publicize SDCCPSG's PA 5K Walk Team in Feb. Newsletter	Nancy Floodberg	02/05/2020 ✓
Secure signatures on CIRM petitions	Jim Paterniti, Tony Jeske	03/09/2020 ✓

B. Time | 10:21-10:52A | **Support Group Leaders' Reports** | Nancy Floodberg

Discussion: Speakers' Series, PLPSG, PBPSG, DUOPA, VA, Cognition/Nutrition, support group format, Wesley Palms, Monarch Cottage, Parkinson's Partners.

Conclusion: In Nancy's absence, Feb. meetings will be covered by board members. VA has not identified a meeting location (Scripps Ctr for Integrative Med. offered), Cognition group (to also focus on nutrition) in planning stage under Sandy Marshall, DUOPA will no longer offer Zoom and will meet in March with Sherrie Gould as the speaker. Support Group format: personal "weather report", PMDA meeting format suggested. A subcommittee may be formed to explore SG format, based on Tony's March feedback re: Feb. PLPSG meeting. Attending other support groups for format ideas was not supported. Wesley Palms is interested in holding a support group meeting alternate months to Oakmont. Monarch Cottage wants to resume the Parkinson's Presentation to the La Jolla and coastal community. Parkinson's care partners, no longer providing care, may be a source for Parkinson's Partners.

Action items	Person responsible	Deadline
Meet with Wesley Palms re: Good Start Support Group.	Chris Buscher, Nancy F.	02/04/2020 ✓
Facilitate Feb. Speakers' Series.	Jim Paterniti , Tony Jeske	02/12/2020 ✓
Facilitate Feb. Pacific Beach Parkinson's Support Group.	Jim Paterniti	02/19/2020 ✓
Facilitate Feb. Pt. Loma Parkinson's Support Group.	Tony Jeske	02/24/2020 ✓
Send PMDA meeting format to Tony Jeske.	Nancy Floodberg	02/24/2020 ✓
Stop VA listing in Newsletter if no location selected by 03/09.	Nancy Floodberg	03/09/2020 ✓
Work with Wesley Palms on alternating Pacific Beach SG.	Nancy Floodberg	04/13/2020 ✓
Meet with Monarch Cottage re: Parkinson's Presentation.	Nancy Floodberg	03/20/2020
Provide feedback/need for sub-committee re: PLPSG Feb. format.	Tony Jeske	03/09/2020 ✓

C. Time | 10:52-10:55A | **Treasurer's Report** | Tony Jeske

Discussion: Balance Sheet, Financials reviewed.

Conclusion: The Balance Sheet is dated for the first of the month. There is \$14212.14 in the bank account.

Action items	Person responsible	Deadline
Forward Balance Sheet monthly to President for Board distribution.	Tony Jeske	Ongoing ✓

D. Time | 10:55-11:05A | **Webmaster's Report** | Bruce Lowe

Discussion: Google Analytics, website redesign.

Conclusion: January 17th received highest website activity, with the Library getting the most visits. Most visitors are on a desktop. Website redesign will allow visitors to use their phone or tablet, find information more easily and obtain visitor feedback for the website, Speakers' Series, and support groups.

Action items	Person responsible	Deadline
Set up feedback opportunity on website.	Bruce Lowe	03/09/2020 ✓

IV. DECISIONS

A. Time | 11:03-11:10A | **Should we alternate the PB Support Group between Oakmont and Wesley Palms?** | Nancy Floodberg

MOTION: Moved by Tony Jeske, seconded Susan Howard, that we alternate the PB Support Group between Oakmont and Wesley Palms.

Discussion: Wesley Palms has a group of Parkinson's residents interested in starting a support group. Oakmont attendance has varied (Nov. luncheon/15, Dec/1, Jan/2) with residents not consistently attending.

Conclusion: A support group with low attendance is not viable to maintain on a monthly basis.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Pursue an alternating PB Support Group, between Oakmont/odd months, Wesley Palms/even months, starting in April.	Nancy Floodberg	04/13/2020 ✓

B. Time | 11:10-11:10A | **Should we cover the additional RSB-SB expenses reflected in the third proposal received?** | Nancy Floodberg

MOTION: Moved by Jodi Harrison, seconded Tony Jeske, that we cover the additional RSB-SB expenses reflected in the third proposal received.

Discussion: The first two proposals received were estimates. The current proposal reflects actual travel/hotel expenses, a difference of \$250.00.

Conclusion: The actual expenses, as listed in the third proposal submitted should be covered.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Upon submission of receipts, pay the expenses submitted in Lisbeth Garces' third proposal.	Tony Jeske	Ongoing ✓

C. Time | 11:14-11:17A | **Should Jodi Harrison assume the role of Recording Secretary?** | Nancy Floodberg

MOTION: Moved by Susan Howard, seconded by Dolores Cohenour, that Jodi Harrison assume the role of Recording Secretary.

Discussion: Current Rec. Sec., Dolores Cohenour, is also writing the In-Focus newsletter articles and contacting April Luncheon venues.

Conclusion: Jodi Harrison has volunteered and is willing to assume the role of Recording Secretary. Jodi will continue to use her SDCCPSG editor@sdccpsg.org email.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Provide a monthly Bd. Mtg. audio summary to Jodi Harrison.	Nancy Floodberg	03/09/2020 ✓
Type the SDCCPSG Board minutes and send to Nancy Floodberg.	Jodi Harrison	03/09/2020 ✓

D. Time | 11:17-11:24A | *Should we contact the Kona Kai Club for our April Luncheon venue and for what date?* | Nancy Floodberg

MOTION: Moved by Nancy Floodberg, seconded by Tony Jeske, that we contact the Kona Kai Club for our April Luncheon venue.

Discussion: The Parkinson's 5K Walk will be on Sat. April 4th, and we will not hold a Speakers' Series in April.

Conclusion: Look at holding the April Luncheon on Wednesday, April 8th or Thursday, April 9th at noon.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Consult with the Kona Kai Club re: a venue for our April Luncheon	Dolores Cohenour	03/09/2020

E. Time | 11:24-11:35A | *Should we identify Board Member titles on their nametags?* | Nancy Floodberg

MOTION: Moved by Susan Howard, seconded by Tony Jeske, that we identify Board member titles on their nametags.

Discussion: Different colored or red bordered nametags, San Diego Central County Parkinson's Support Group title considered.

Conclusion: As Board members, we have a responsibility to arrive early, be easily identifiable via nametag, and greet attendees at our meetings.

VOTE: Eight out of nine Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

MOTION: Moved by Jodi Harrison, seconded by Jim Paterniti, that Board members nametags say Board member and not list a defined role.

VOTE: Four Board members in attendance voted in the affirmative and four against. **THE MOTION DID NOT CARRY.**

MOTION: Moved by Nancy Floodberg, seconded by Susan Howard, that Board member nametags denote the Board member's title and role (Board Treasurer, Board Editor, etc.).

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Print Board members' nametags with the title Board and role listed under name.	Nancy Floodberg	03/09/2020 ✓
Board members keep their own nametags.	Board members	Ongoing ✓
Purchase accordion folder for SDCCPSG nametags and deliver to Debbie Stubbe.	Nancy Floodberg	02/09/2020 ✓

F. Time | 11:35-11:40A | *Should we explore robotic rolling carts?* | Jodi Harrison

Discussion: Jodi has observed robotic rolling carts that can carry items to and from meetings.

Conclusion: Jodi will obtain information and report back at our next Board meeting.

Action items	Person responsible	Deadline
Obtain and present information on the robotic rolling carts.	Jodi Harrison	03/09/2020 ✓

G. Time | 11:40-11:45A | *Should we use a Jeopardy Game format to encourage socializing at the Speakers' Series?* | Jodi Harrison

Discussion: Jodi has developed a Jeopardy game PowerPoint that can be used to encourage socializing.

Conclusion: Jodi will share the Jeopardy game PowerPoint at our next Board meeting.

Action items	Person responsible	Deadline
Present the Jeopardy game PowerPoint at our next Board mtg.	Jodi Harrison	03/09/2020 ✓

H. Time | 11:45-11:51A | *Should we highlight our foundation's title in emails for accurate Amazon Smile donations?* | Susan Howard

Discussion: Susan found that her Amazon Smile purchase donations were going to the Parkinson's Foundation, not SDCCPSG.

Conclusion: The Ralph's and Amazon Smile donation information needs to be highlighted in SDCCPSG emails.

Action items	Person responsible	Deadline
Highlight and put Ralph's and Amazon Smile donation information in a box to stand out in SDCCPSG emails.	Nancy Floodberg	03/09/2020 ✓

There being no further business, the meeting was adjourned at 11:51AM.

Next Board meeting March 9, 2020, 10:00 – 12:00P@ HHSA San Diego Room and via Zoom

Respectfully submitted by Jodi Harrison, Corresponding Secretary

and

Nancy Floodberg, President of the Board of Directors