

San Diego Central County Parkinson's Support Group
Minutes of the Monthly Meeting of the Board of Directors
May 13, 2019

Location of Meeting:

County of San Diego Health and Human Services Agency
3851 Rosecrans Street, San Diego, CA 92110
San Diego Room

Present at Meeting:

Nancy Floodberg, Tony Jeske, Deborah Jordan, Bruce Lowe (via ZOOM), Debbie Stubbe, Jodi Harrison

Initial Directors of SDCCPSG

Nancy Floodberg
Tony Jeske
AnnD Canavan

Officers

President – Nancy Floodberg
Vice President – Jim Paterniti
Treasurer – Tony Jeske
Recording/Corresponding Secretary – Deborah Jordan
Technical Support - open

Directors

Fundraising – Michael Moore
Grant Writer – Jodi Harrison
Newsletter Editor – Jodi Harrison
Newsletter Reporters – Jane Granby, Delores Cohenour
Newsletter Publishing/Distribution – Deborah Jordan, Nancy Floodberg
Publicity – Dolores Cohenour, Susie McGuire
Videographer – Ron Phillips
Webmaster – Bruce Lowe
Webmaster, Jr – Jesse Luna
Hospitality calls – Sharon Hieserich

Open Positions

Tech Support
Tech Support Jr., (possible Kagen Yates)

The twelfth meeting of the Board of Directors of the San Diego Central County Parkinson's Support Group (SDCCSPG) was called to order at 10:05 am on May 13, 2019 at the County San Diego Health and Human Services Agency located at 3851 Rosecrans Street, San Diego, CA 91110 – San Diego Room by President Nancy Floodberg. Debbie Stubbe was official timekeeper.

Approval of Minutes and review of Agenda/Updates

The Board approved the Minutes and the Agenda for April as written. Bruce volunteered to test ZOOM today. The Board's goal is to meet quarterly in person and other times using ZOOM. The proposed schedule is to meet in person in the Month of June, then meet via ZOOM the Months of July and August and then again in person for the Month of September. The months of October and November would be via ZOOM and perhaps skip December.

President Nancy Floodberg reported to the Board that our Tech Support- AnnD. Canavan- is no longer available to perform her duties as Tech Support for SDCCPSG. Therefore, an email was sent to AnnD thanking her for her service and informing her that SDCCPSG is actively searching for her replacement. It was suggested that Nancy Floodberg's grandson, Kagen Yates, become our temporary Technical Support intern – as he has a grasp on today's technology.

Old Business

Nancy Floodberg

Topic 1 PLPSG Google Account

Our Google Account name has been changed. AnnD oversaw this account but is no longer actively involved. Nancy was dependent on AnnD. to help her navigate the Google account. Kagen Yates was able to help Nancy update the name on the Google account from Pt .Loma Parkinson's Support Group to San Diego Central County Parkinson's Support Group. Kagen does all his academics in Google and has offered his help. It was suggested Kagen should be our temporary Tech Support. Nancy was able to take the Apple contact database for our entire community from a year ago and download it into our Google account. Nancy is in the process of redownloading the contact database to have a clean copy as it needs to be updated. Nancy has all the registration forms from Debbie J. AnnD. had all the initial registration forms which Nancy turbo-scanned. Dolores has the directory from the North County Support Group and will be using this as a template for our directory and will be starting this as soon as she gets the information from the new database.

Topic 2 Topic Survey

Nancy reports that the Topic Survey is not going to be sent out again. AnnD.is not available to help Nancy format the survey. Nancy created a form in October showing the results of the surveys previously submitted. (form was distributed to Board members). Anything in red already happened, orange is tentative, green is scheduled and black not addressed. We are pretty well plugged it. (Nancy sent Bruce a copy while other members reviewed the form). June's speaker is

Old Business(Continued)

Nancy Floodberg

in place. July's topic is *Traveling with Parkinson's* with a panel discussion. Jim Paterniti has agreed to facilitate the meeting. The Millers/Keys and the Fowlers are scheduled to participate on the panel. Nancy is thinking about making a handout on the issues she and John have encountered while traveling.

August is our potluck being held at ZLAC Rowing Club. Nancy received a call from Theresa Kitchen who, with Vanessa Leschak, owns a non-profit called Parkinson's Disease and Nutrition. (Nancy passed around their flyer). They would like to come to present to SDCCPSG. Nancy reminded her that we were in San Diego and they are home-based in Arizona but was told it was not a problem. The Board voted for Ms. Leschak and Kitchen's to come, give a "mini" presentation and bring dessert and recipes to our August Potluck.

Topic 3 Welcome Packet

Envelopes

The envelopes (that the Welcome Packet comes in) and labels have been purchased by Nancy. Nancy submitted the receipts to Tony. Nancy will be experimenting with printing a label for the envelope title, as North County found this is a better way than printing directly on the envelope. The labels came in a different format than Nancy has used in the past.

Welcome Letter/Directory

The Welcome Letter is done. The Welcome Pamphlet and the Resource Guide need to be updated. MIMO needs to be taken off and the Veterans' group updated (it is not VA but Veterans' (in the Minutes). Tony and Jim were going to review the Directory. Tony submitted a mock-up of the Directory using Word stating he does not recommend "ACCESS". Nancy will update and Jodi is going to edit the Welcome Pamphlet and Resource Guide and then get it back to Nancy. Nancy will be sending an example of what Paul from East County sent to Nancy. Tony and Jodi will be doing the Directory taking Delores off the task. Nancy, Tony and Jodi discussed format and what they wanted.

*Debbie J. will house all registration forms once they are processed.

*Discussion on computers. Jodi will be instructing us for about 15 minutes during the Board Meeting on Google. We are to bring our laptops.

Topic 4 Business Cards

The Board went over several designs/types of business cards. Vistaprint was selected.

Old Business

Tony Jeske

Topic 1 Name tags

Nancy and Tony went to the nametag store and found “empty shelves.” Nancy stated there is a \$10 coupon on back of her receipt if they go to Staples to find nametags.

Topic 2 Photoshop

Tony stated he has four copies of Photoshop. Jodi has a Mac and doesn't think she could use it, but Bruce said it should not be a problem. Nancy, Tony, Jodi will each have one. The last Photoshop is held if anyone else needs it. This has a steep learning curve. Debbie J. recommended hiring an expert to teach us both Photoshop and Google. Nancy is confident that Jodi can teach us what we need to know.

Topic 3 Zoom

The Board approved the purchase of Zoom, a high-quality video conferencing computer program with audio and mobile screensharing. The program will allow individuals who cannot attend a function live (i.e. Board meeting, support group, Speakers' Series) to participate electronically. This can be particularly helpful for the person with Parkinson's who needs to be mindful of where best to expend their energy (i.e. traveling to and from a function versus the function itself). The cost for Zoom is \$74.95 per host. (Pro plan bundle was discussed). Nancy will be the computer host. Discussion about a backup host, in case Nancy is out of town, was not resolved.

President's Report

Nancy Floodberg

Topic 1 Parkinson's Foundation

The Parkinson Foundation Moving Day Walk will be held on Saturday, June 22nd, 2019. They are providing a table for local support groups. Nancy will bring materials promoting our support group, however, as a member of the foundation's Aware in Care team, will be staffing that table at the walk.

President's Report (continued)

Nancy Floodberg

Topic 2 Parkinson's Association

The Gala (Sunset Soiree Fall Event) will be held on Saturday, October 5, 2019 at the Del Mar Plaza. The Gala will be less formal this year. Prices will be higher, as this is a fundraiser.

The Good Start Program is slated for some time after July 1st. They are looking for a place to hold it that is more centrally located.

Empowerment Day is Saturday, November 15th, 2019.

Sidekicks is up and running in North County. Nancy is volunteering with her grandson, Kagen.

Topic 3 SDCCPSG – Planning

Nancy went over different speakers for our Speaker Series. Possible Speaker is gastroenterologist for September. (see Speaker List.).

Our Potluck will be held at the ZLAC Rowing Club on Friday, August 16, 2019. It requires a three-hundred-dollar deposit. Cost is \$15 a person with SDCCPSG underwriting \$5.00 of it.

Nancy informed us about a tablecloth for our presentation table. Board approved Nancy to look into tablecloths and printing.

Topic 4 SDCCPSG – Newsletter/Calendar for June 2019

Scripps Bootcamp, sponsored by Dr. Houser, will be held Tuesday, June 25th. Nancy will send out an email in regard to this and list it in both the June newsletter and calendar.

Tony would like expanded info in the newsletter (i.e. Rock Steady). Nancy will allow some space in the newsletter in case anyone wished to contribute anything.

Reporters will be called by Nancy. Ideas for the newsletter's In Focus column were discussed. It was agreed that an SDCCPSG board member would be featured quarterly in newsletter. Treasurer, Tony Jeske, will be the board member featured in the third quarter.

A book (Caregiving with Grace) is available through the Parkinson's Resource Organization for \$32.00, as a fundraiser for PRO. The Board voted to not order it at this time for our library.

Nancy will contact CARR to obtain the PowerPoint from their May Speakers' Series presentation to post on our website.

President's Report (continued)

Nancy Floodberg

DUE DATE CALENDAR:

Nancy stated there have been problems with people not doing things in a timely manner. She passed out a calendar that identifies deadlines. (i.e. – Minutes due on June 5, 2019 for review). Calendar printing was all in red. Nancy will try color-coding the next Due Date Calendar.

Topic 5 SDCCPSG – Future Support Groups

Monarch Cottage, a boutique care facility in La Jolla, wants to host a Parkinson's support group at the La Jolla Community Center, which SDCCPSG would run. Residents from Wesley Palms have expressed a similar interest, to be held at their facility. Nancy has a meeting scheduled with Monarch Cottage and will look into the feasibility of collaborating with these two and Oakmont (where SDCCPSG currently holds a monthly Parkinson's Support Group), as all are located within 5 miles of one another.

The SDCCPSG is currently comprised of the following support groups:

Flying Solo – Debbie J and Debbie S (temp)

Pacific Beach (PB) – facilitated by Nancy

Duopa Therapy (Do You DUOPA?) – facilitated by Nancy

Point Loma – facilitated by Nancy

Speaker Series – facilitated by Nancy

Veterans' – facilitated by Ron Phillips

Nancy brought up our Speakers' Series ongoing audio/visual issues. Options were discussed. Debbie J. will find out if students (SDSU) (Mesa) want to come and videotape our Speakers' Series (should Ron Phillips not be available). Tony is going to look into the projector issues.

New Business

Tony

Topic 1 Financials

Tony reported the SDCCPSG's cash balance is \$7243.73. \$6.06 was received from Amazon Smile.

Tony reported that he received a letter from the State saying they received our request for tax exemption (and will put it on the bottom of the pile and will get to it) 😊

New Business

Bruce

Topic 1 Website Updates

Google Analytics provides demographics on who is looking at our website. There is a spike when the newsletter goes out. Bruce will be clearing it out every six months or so. Bruce has designed it so our website is viewable on all devices, including a phone. There was a question as to whether a donation page is available. Bruce and Nancy guided us through the website, pointing out the donation button. There is a list of books we can print from our website. Our Contact Information Form is there and can be filled out online. The Aware in Care Kit order link is also on our website.

Nancy is contacting CARR as we plan on putting CARR newsletter on our website quarterly.

Bruce brought up the idea of a Facebook Group page for non-profits, which can be used for outreach (flyers, calendar, etc.). He will look into it for SDCCPSG. It was suggested we look for someone who would like to be our Social Media Board member.

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The meeting was adjourned at 11:59 am.

The next Board meeting will be held June 10, 2019 at HHSA, San Diego Room.