



SDCCPSG BOARD MEETING | MINUTES

Meeting | 07/14/2020 | Meeting location ZOOM Phone & Video Conferencing
 Meeting called by Nancy Floodberg **Attendees:** Dolores Cohenour, Nancy Floodberg, Susan Howard, Tony Jeske, Debbie Jordan, Bruce Lowe, Patsy Manning, Jim Paterniti.

Type of meeting SDCCPSG Board Meeting
Facilitator Nancy Floodberg **Absent:** Jodi Harrison, Ron Phillips, Debbie Stubbe.
Secretary Susan Howard
Timekeeper Tony Jeske

Agenda Topics

I. REVIEW

A. Time | 10:15A | **Board Minutes** | Nancy Floodberg

MOTION: The June Board Minutes be accepted as submitted.

MOVED: by Nancy Floodberg, **SECONDED** by Bruce Lowe.

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

Action items	Person responsible	Deadline
None		

B. | **Action Items** | Nancy Floodberg

Discussion: Outstanding Action Items reviewed.

Conclusion: Completed June Action Items checked off on June Minutes, outstanding Action Items identified, carried forward and/or assigned new deadline. These are:

Action items	Person responsible	Deadline
SDCCPSG website to be reformatted.	Bruce Lowe	Wk of 07/20/2020 v
Revisit Zoom support group format.	Board Members	08/10/2020
Revisit future Board, PLPSG meeting location/s.	Board Members	Tabled

II. UPDATES

A. | **Treasurer** | Tony Jeske

Discussion: Uses for Fidelity Charitable donation received. PASD vs. SDCCPSG carrying electronic library subscription.

Conclusion: Donor supports choice Board makes. Board to pursue options for a subscription program that allows our participants electronic (visual/auditory) access to books currently in our inaccessible, hard copy library.

Action items	Person responsible	Deadline
Call MJFF re: electronic library options	Debbie Jordan	08/10/2020
Call PF, PMDA re electronic library options	Nancy Floodberg	08/10/2020
Present electronic library subscription at next PASD SGL's mtg.	Nancy, Jim, Tony	08/10/2020

B. | **Webmaster** | Bruce Lowe

Discussion: Website reformatting was shared and is ongoing. Video locations, library format reviewed.

Conclusion: Website's adventure theme both timely and creative. Reformatted website will be up by July 20th.

Action items	Person responsible	Deadline
Doublecheck Board member titles for website.	Bruce Lowe	07/20/2020 ✓
Reformatted website online.	Bruce Lowe	07/20/2020 ✓

III. REPORTS

A. | *President's Monthly Report* | Nancy Floodberg

Discussion: PF, PA, Phone Tree, SDCCPSG assistance parameters, RSB-SB, Newsletter, Events & Due Dates Calendars.
 Conclusion: PF instituting \$8 s/h charge for AIC Kit. Nancy will order several before charge goes into effect. PASD's 5K Walk will be virtual and broadcast on their website on 08/22/2020 @ 9AM. We are all encouraged to submit to info@parkinsonsassociation.org a 15 second, horizontal cellphone video of us walking. PASD master calendar to use K&S calendar app (same as ours). SDCCPSG to list all events w/ corresponding links on their PASD calendar. Look to PASD to set county-wide meeting procedures/policies (during COVID-19) going forward for consistency. RSB-SB received \$10K from PF to use for scholarships. Juntos Parkinson's CA is a new So Cal support group. Greeting cards to be sent via mail.

Action items	Person responsible	Deadline
Identify legal parameters regarding Board members offering assistance to those calling for help.	Tony Jeske, Nancy Floodberg	08/10/2020 ✓
Promote PASD upcoming Virtual Walk participation/submission of cell phone video via our Phone Tree.	Board Members	08/21/2020 ✓
Ask PASD to establish Policy Stmt regarding meeting procedures/policies during COVID-19.	Nancy Floodberg, Jim Paterniti	07/30/2020 ✓

B. | *Support Group Leaders' Reports* | Nancy Floodberg

Discussion: PBPSG, PLPSG, SG configuration, Support Group Guidance Survey.
 Conclusion: June: PBSG = 4, PLPSG = 20, DUOPA (not held). Strive to keep SG meeting to 1.5 hrs, # of participants to 20. Slight increase in support group attendance since last month. Continue with groups as currently configured. Offer virtual Summer Ice Cream Social

Action items	Person responsible	Deadline
Include PASD Policy Statement in next SDCCPSG newsletter.	Nancy Floodberg	When Stmt issued.
Send Support Group Guidance Survey to participants.	Nancy Floodberg	After PASD Policy Statement issued.
Test send Support Group Guidance Survey to president@sdccpsg.org .	Bruce Lowe	07/31/2020 ✓
Hold virtual Summer Ice Cream Social 08/14/2020 @ 7:00PM.	Nancy Floodberg	08/14/2020

C. | *Treasurer's Report* | Tony Jeske

Discussion: Financials, Balance Sheet (handout), contributions.
 Conclusion: Ralph's=\$41.53, Network for Good=\$20.00. There are no outstanding bills and the current bank balance is \$20,412.37.

Action items	Person responsible	Deadline
Write mini newsletter article thanking Ralph's participants and encouraging participation in the Ralph's program.	Tony Jeske	07/31/2020 ✓

D. | *Webmasters Report* | Bruce Lowe

Discussion: Google Analytics, website reformatting, users over time .
 Conclusion: Website hits over 6 months highest on 4/17 = 51 and 07/04 = 37. All reports will be transitioned to new website.

Action items	Person responsible	Deadline
None.		

IV. DECISIONS

A. | *Do we want to include a headshot of each Board member next to their name on the website?* | Nancy Floodberg

Discussion: Pros and cons of including Board member headshot/bio on SDCCPSG's website.

Conclusion: SDCCPSG's website include Board member's headshot and brief professional descriptive.

MOTION: SDCCPSG's website is to include each Board members headshot and professional descriptive.

MOVED: by Nancy Floodberg, **SECONDED** by Bruce Lowe.

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

Action items	Person responsible	Deadline
Email headshot, professional descriptive to Bruce Lowe.	Board members	08/10/2020
Include each Board member's headshot/bio on website.	Bruce Lowe	08/10/2020 ✓

B. | *Is the Support Group Guidance Survey approved for distribution?* | Nancy Floodberg

Discussion: Review of Support Group Guidance Survey.

Conclusion: Yes, the Support Group Guidance Survey is ready for distribution.

MOTION: To approve the Support Group Guidance Survey for distribution.

MOVED: by Patsy Manning, **SECONDED** by Dolores Cohenour.

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

Action items	Person responsible	Deadline
Set up Support Group Guidance Survey on Survey Monkey.	Nancy Floodberg	08/10/2020

C. | *Based on an anticipated PASD Policy Statement regarding parameters for future live Parkinson's meetings (expected by 08/01/2020), do we want to email/mail our approved Support Group Guidance Survey now or after release of the Policy Statement and what will be the due date?* | Nancy Floodberg

Discussion: Timing of release of PASD Policy Statement and SDCCPSG Support Group Guidance Survey.

Conclusion: . SDCCPSG Support Group Guidance Survey follow release of PASD's Policy Statement regarding future meeting formats moving forward.

MOTION: SDCCPSG mail the survey after the PASD Policy Statement is released.

MOVED: by Tony Jeske, **SECONDED** by Dolores Cohenour.

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

Action items	Person responsible	Deadline
None		

There being no further business, the meeting was adjourned at 11:40AM.

Next Board meeting August 10, 2020, 10:00 – 11:30AM via Zoom

<https://us02web.zoom.us/j/408133800>

Respectfully submitted by Susan Howard & Nancy Floodberg