

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

October 14, 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, Dolores Cohenour, Bruce Lowe (via ZOOM)

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**Initial Directors of SDCCPSG**

Nancy Floodberg  
Tony Jeske  
AnnD Canavan

**Officers**

President – Nancy Floodberg  
Vice President – Jim Paterniti  
Treasurer – Tony Jeske  
Corresponding Secretary – Deborah Jordan  
Recording Secretary – Dolores Cohenour

**Directors**

Webmaster – Bruce Lowe  
Grant Writer – Jodi Harrison  
Videographer – Ron Phillips  
Newsletter Editor – Jodi Harrison  
Reporters – Dolores Cohenour, Jane Granby  
Newsletter Publisher/Distributor – Nancy Floodberg  
Hospitality – Debbie Stubbe, Deborah Jordan  
Librarian – Deborah Jordan  
Operations – Jesse Luna  
Calls – Sharon Hieserich

**Open Positions**

At-Large  
Technical Support  
Technical Support Jr.  
Fundraising  
Event Photographer

The Seventeenth meeting of the Board of Directors of the San Diego Central County Parkinson's Support Group (SDCCSPG) was called to order at 10:04 am on October 14, 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. Tony was official timekeeper.

### **Approval of Minutes and review of Agenda/Updates**

The Board approved the Minutes, as corrected for September, and the Agenda, as written for October. The Balance Sheet and To-Do list will be attached to the back of the meeting minutes. Sample of the directory at the back of the September minutes.

Directors amended to include Debbie Jordan and Debbie Stubbe under Hospitality and Social Media removed from Bruce Lowe as the Facebook page is closed.

### **Old Business**

#### **Nancy Floodberg**

##### **Contact Forms**

Printed Contact Information Form updated. Participants are resubmitting the form every time a request is sent out. The online spreadsheet headers are not formatting correctly. Nancy and Bruce will try to resolve this problem. Tony will give Nancy copy of any handwritten contact forms.

##### **Calendar**

Bruce found a calendar, Keep and Share, which will include and print all the events. Bruce and Nancy will discuss the new calendar via the phone and determine if it is feasible.

##### **Update on Welcome Packet and Resource Guide**

Nancy is finishing the Resource Guide and will give Ron the Welcome Packet Envelopes to print.

##### **Generic Information Cards**

Color green, 500 for \$168.00 at Vistaprint. Receipt given to Tony.

##### **Smart Agenda**

After Susan is settled in, Nancy will speak with her about it.

#### **Debbie Jordan**

##### **Correspondence Cards**

Debbie suggested we keep a log of the cards we are sending out, including any correspondence.

#### **Tony Jeske**

##### **Audit**

Tony is awaiting to hear from Peter Keys to set a date for the audit.

##### **Contact Forms**

Tony will give handwritten contact forms to Nancy to enter into the online database.

#### **Bruce Lowe**

##### **Welcome Pamphlet**

We cannot automatically add the Welcome Pamphlet to the Association's website. Bruce will send the pamphlet to Chris Buscher to forward to the Association's webmaster.

### **Calendar**

Bruce will meet with Nancy to discuss new calendar. Cost is \$6.36 per month, \$75.00 per year. Veteran's group will remain on the calendar until advised otherwise.

### **Library**

Link still pending.

## **President's Report Nancy Floodberg**

### **Parkinson's Foundation:**

#### **Aware in Care Team**

Debbie Jordan and Nancy attended the Aware in Care presentation at the Mission Hills Library. San Diego now has 6 six team members. Nancy is an ambassador for three years.

#### **The Parkinson's Movement and Disorder Alliance**

Their local, full day training on 11/1/19 for support group leaders is open to anyone. Tony Jeske and Nancy will be attending.

#### **Research Trials**

Nancy received a request to post a link on our website to a site featuring a broad range of research trials which are not Parkinson's specific. Board voted to not post the site's link on our website.

#### **Good Start Program – October 24<sup>th</sup>**

Nancy and Debbie Jordan will staff a support group table and Aware in Care at the event. Nancy will follow up Chris Buscher's request to contact Barbara Anderson regarding Wesley Palms' offer to host this program.

#### **Empowerment Day – November 15<sup>th</sup>**

Is on our website with directions to the Parkinson's Association website. Nancy, Debbie Stubbe and Debbie Jordan will staff our support table.

#### **Christmas Party, Wednesday, December 11<sup>th</sup>.**

Nancy sent an email to Karen Hesley to confirm the Tremble Clefs for the 2nd Wednesday, December 11<sup>th</sup>. Board agreed to purchase a ham or turkey breast to supplement the potluck for additional Tremble Clef guests.

#### **Quarterly Saturday Seminar**

Next year, DBS by David Higgins.

### **SDCCPSG**

- **October's Breakout Meeting**

Nancy Floodberg cannot attend the October 23<sup>rd</sup> support group meeting. Jim Paterniti has offered to facilitate.

- **Open Positions**  
Fundraising and tech support (PowerPoint interface) positions are open.
- **ZOOM**  
ZOOM link listed below upcoming activities on the calendar; includes brief instructions on the use of ZOOM videoconferencing and a link to a page with further instructions.
- **Library**  
Nancy donated Brain & Life issues to the Library.
- **Speakers' Series**  
If possible, Dr. Kunkel (Gastroenterologist) for November. If not, then Accessing Mobile Medical Services. Possibly Dr. Nelson Hwynn for impulse control disorders.
- **Room Reservations**  
San Diego Room booked for all meeting in 2020. Nancy will check about Monday holidays.
- **Newsletter**  
Front-page article for the November issue, the Aware in Care team. The October In-Focus article is Joan Miller, October, Tessa La Pointe, and December Debbie Jordan.

### **Support Group Leader's Reports**

- **PLPSG**  
Last breakout was cohesive and had a great turnout.
- **PBPSG**  
Lacks cohesiveness; different people attend each time. Keep it going for now. The presentation with Monarch Cottage has been postponed as facilities are unavailable. Director of Sales, Bobbi Thomas, has not yet rescheduled with Nancy. Presentation on hold.
- **Do you DUOPA?**  
Alive and well. No one used ZOOM and the rep was not there.
- **Veterans'**  
Facilitator, Ron Phillips, is considering closing it down as only 1 couple attended recently. It was suggested speakers be brought in to maintain interest. Nancy requested Ron forward the newsletter, containing information about the upcoming caregiver conference for Vets, to his members.

### **New Business**

#### **Tony**

#### **Financial**

Cash balance \$10,528.64. Nancy requested brochure holders for the Aware in Care kit, content flyer, kit, and order cards. \$104.00 for ten holders was approved by the Board. Possible

reimbursement may be available from the Foundation. Nancy will explore this further.

### **Donations**

Ralph's \$51.00, Jamie Glover \$31.00, Network for Good, \$36.00. Amazon Smile did not generate \$5.00 required for a donation. Received a check from Charitable Fidelity for \$1,500.00, their third donation. It was suggested a thank-you letter be sent to John Don Carlos who has donated a total of \$4,500. Tony sent an acknowledgment letter. It was suggested Tony contact John about publicly acknowledge his donation at one of our meetings. Nancy suggested including his and his wife's picture and acknowledging their donation in the newsletter, if acceptable to them.

### **Tax Exempt Status**

The state franchisor income tax board sent a letter stating we are exempt. We are already exempt. Tony had sent the letter for a sales tax exemption and will start the process again.

### **Checking Account**

Our checking account is at the Point Loma Credit Union, which changed their name to My Point.

### **Directory**

Directory is progressing. Tony looked into the cost of having it bound or buying a punch for \$80 and doing it ourselves.

## **Debbie Jordan**

### **Library**

2 people checked out books. Nancy wants a Parkinson's Foundation Newly Diagnosed Kit in the library. Board agreed to purchase another copy of Brainstorm. Nancy will donate her old copies of Brain & Life, formerly Neurology Now, to the library. Debbie has articles for the library.

### **Cards**

Keep a record of the cards and correspondence sent. Nancy will give Debbie the address for Bonnie Anderson and Anabelle Thomas for sympathy card. Debbie will send a thank-you to Chris Buscher for the Sunset Soirée tickets.

### **Speakers' Series**

Debbie will try to contact her anesthesiologist about speaking.

## **Bruce Lowe**

### **Calendar: Keep and Share**

This calendar offers the versatility we are seeking for distribution of information via our newsletter. It accepts email lists, repeats events monthly, provides auto-reminders and can contain hyperlinks to direct the reader to event's corresponding flyer on our website. Bruce and Nancy will likely be the Board members authorized to make calendar changes.

## **Google Analytics**

Bruce unable to attend. Nancy read his report on the audience overview, covering the days since the last board meeting. No date listed for the peak, but the graph shows a peak a week ago, when the newsletter came out. Of the 113 website users, 112 are new, San Diego is the largest, then L.A., 2 from Chicago, and Clifton N.J (Mike Moore).

## **ZOOM**

ZOOM link is listed below the list of upcoming activities on the new calendar; includes a brief instruction on the use of ZOOM video conferencing, and a link to a ZOOM page for further instructions. Bruce has not created a separate set of instructions.

## **Ron Phillips**

### **Welcome Packet**

Will print our logo and packet title on packet envelope labels Nancy will give him.

### **Videotaping**

Ron is editing the videotaping of Jim Paterniti's presentation on CBD.

## **Dolores**

### **In-Focus**

Interview Jesse Luna for January.

## **Nancy**

### **Contact Information Forms**

New participants, who have submitted their Contact Information Form and been entered into our Google database, will be acknowledged with an emailed containing a link to ordering an Aware in Care kit, as well as SDCCPSG and Parkinson's Association websites. Our Welcome Letter and Welcome Pamphlet (not on the website) will be attached. Blind copy to Tony and Debbie Jordan. A Welcome Letter and Welcome Pamphlet will be mailed to those who do not have an email address.

### **Calendar**

Nancy recommends further discussion but believes the application will work well for our group.

### **Resource Guide**

Nancy has a sample of the Resource Guide. We will need to determine whether the Directory will fit inside the guide or need to be separate.

### **Speakers' Series**

Rather than sending out a survey, topics for next year are to be generated by Board members and mailed to Nancy by the end of the month. Suggested topics: undergoing anesthesia, driver rehab specialist, flava beans, and John's urologist.

The meeting was adjourned at 11:58 a.m.

The next board meeting will be Monday, November 18<sup>th</sup> at HHSA in the University Room, 9:45 a.m.