



**MINUTES
BOARD OF DIRECTORS MEETING
January 9, 2019**

Present: Joyce Martin, Margie Marker, Courtney O'Hara, and Susan Umidi
On Phone: Cathy Devore, Diane Hoffman, Chris Stone, and Joyce Walsh

- **Welcome and Introductions**

Susan Umidi called the meeting to order and all roll call was performed.

- **Review of Minutes**

Minutes of the business meeting portion of the retreat, held on October 10, 2018, were reviewed as well as November 14, 2018. **Margie Marker** moved for approval while **Joyce Walsh** seconded it. There was no opposition.

- **Treasurer's Report** – Total account balances as of December 31, 2018 were \$104,291.30, including checking (\$254.50), savings (\$12,039.80), and investments (\$66,327.00). Joyce Martin provided the full Treasurer's Report via email, prior to meeting (attached here). **Margie Marker** made a motion for approval while **Joyce Walsh** seconded. There was no noted opposition.

- **Knowledge Sharing**

Diane Hoffman provided a review of upcoming state and federal legislation related to elder abuse. She also highlighted a recent *Clinical Social Work, Aging, and Health Digest* as it included information about **Lisa Kendall's** work about trauma informed care. She will follow up about both via email.

- **Annual Conference Committee** –

- a. **Joyce Martin** shared that we've secured closing speaker.

- b. **Courtney O'Hara** notes that VCPEA received five (5) workshop proposals, to include the following topics. More information to follow as conference committee meets on the 1/16/19.

- **Executive Committee** – No formal report.
- **Finance** – No formal report.
- **Work Groups** –
 - a. Social Media -- **Chris Stone** and **Irene Osei** are members of this work group. **Chris Stone** reports engagement is up. **Susan** shared for the time period of Dec. 11th - Jan. 7th that the VCPEA Facebook post reached 398 people. Post engagement was reported at 82 and new page likes were 5.
 - b. Website – **Courtney O’Hara** shared that it’s now updated with conference information.
- **Other business**

Membership Updates

- a. William Shackelford from the OAG’s office will be contacted to confirm his willingness to serve on the board to replace Michele Leith. Susan Umidi and Joyce Martin will reach out to Judy Hagler, from VALA to become a board member.
- b. **Melissa Harper** and **Michelle Leith** are not able to continue on the board.
- c. **Joyce Martin, Susan Umidi,** and **Chris Stone** will form a workgroup to recruit members to fill the openings listed above.

Conference Funding for Scholarships

- a. **Susan Umidi** shared that our application for GTE funds was denied. She notes that the funds were requested to cover scholarship costs. She did ask to be provided reviewer notes. She shared the comments with the group.
- b. **Margie Marker** notes that she plans to request scholarship funding from E.C. Wareheim Foundation, FACT, Publix and DCJS. **Joyce Walsh** provided in the history of giving related to the foundation and DCJS for other conferences.
- c. **Susan Umidi** notes that the Victim Fund is a possible source of funding (not to exceed \$7, 500).
- d. **Susan Umidi** proposes that the board approve using TAPAS funds to for scholarship in the event that they can’t be funded from another resource,

not to exceed \$8,000. **Joyce Walsh** moved for approval while **Chris Stone** seconded it. There was no opposition.

Bylaws – Final Review

Due to time constraints, this will be addressed when the board convenes again in March.

Meeting was adjourned at **12:22pm**.

Future Meetings...

Wednesday, March 13, 2019

Wednesday, May 8, 2019

Wednesday, July 10, 2019

Wednesday, September 11, 2019

Wednesday, November 13, 2019

Register: Suntrust Checking

From 06/01/2018 through 01/07/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/01/2018	2149	Barger, Angela	Scholarships given	scholarship reci...	250.88			26,474.31
06/01/2018	2150	Moran, Colleen	Scholarships given	scholarship reci...	250.88	X		26,223.43
06/01/2018	2151	Williams, Kacha-Ren...	Scholarships given	scholarship	250.88	X		25,972.55
06/01/2018	2152	Wilson, Elizabeth	Scholarships given	scholarship	250.88	X		25,721.67
06/01/2018	2153	Hewitt, Eric	Scholarships given	scholarship	250.88	X		25,470.79
06/01/2018	2154	Burnham, Ivy	Scholarships given	scholarship	250.88	X		25,219.91
06/01/2018	2155	Stokes, Jennifer	Scholarships given	scholarship	250.88	X		24,969.03
06/01/2018	2156	void	Scholarships given			X		24,969.03
06/01/2018	2157	Walker, Kaitlin	Scholarships given	scholarship	250.88	X		24,718.15
06/01/2018	2158	Coleman, Katherine	Scholarships given	scholarship	250.88	X		24,467.27
06/01/2018	2159	Kuhn, Whitney	Scholarships given	scholarship	250.88	X		24,216.39
06/01/2018	2160	Spencer, Lachelle	Scholarships given	scholarship	250.88	X		23,965.51
06/01/2018	2161	Schwake, Leann	Scholarships given	scholarship	250.88	X		23,714.63
06/01/2018	2162	Sandidge, Malvina	Scholarships given	scholarship	250.88	X		23,463.75
06/01/2018	2163	Goad, Marcella	Scholarships given	scholarship	250.88	X		23,212.87
06/01/2018	2164	Gordon, Meaghan	Scholarships given	scholarship	250.88	X		22,961.99
06/01/2018	2165	Poole, Roshonda	Scholarships given	scholarship	250.88	X		22,711.11
06/01/2018	2166	Beckstrom, Siobhan	Scholarships given	scholarship	250.88	X		22,460.23
06/01/2018	2167	Kang, Taeho	Scholarships given	scholarship	250.88	X		22,209.35
06/01/2018	2168	Webb, Wendy	Scholarships given	scholarship	250.88	X		21,958.47
06/01/2018	2170	Walsh, Joyce	Conference supplies	hospitality & ti...	1,294.03	X		20,664.44
06/04/2018	debit	Trellis/Blackstone	Meals & Entertainment		200.62	X		20,463.82
06/06/2018			-split-	Deposit		X	1,916.00	22,379.82
06/15/2018			Eventbrite	Deposit		X	29,833.10	52,212.92
06/19/2018	2171	Four Seasons Restaur...	Meals & Entertainment	150 lunches @...	1,431.83	X		50,781.09
06/27/2018			Cash in transit	Deposit		X	400.00	51,181.09
06/29/2018			Investment Income:Int...	Interest		X	0.61	51,181.70
06/29/2018	debit	FedExOffice	Postage and Delivery		10.51	X		51,171.19
06/29/2018	debit	US Postal Service	Postage and Delivery		25.35	X		51,145.84
06/29/2018	debit	FedExOffice	Postage and Delivery		10.00	X		51,135.84
06/29/2018	2172	Kingsmill Resort	Conference hotel	conference inv...	26,562.07	X		24,573.77
07/05/2018			Sponsorship income	Deposit		X	200.00	24,773.77
07/11/2018	2173	Apple Spice Junction	Meals & Entertainment		111.34	X		24,662.43
07/11/2018	2174	US Postal Service	Postage and Delivery	PO Box annual...	70.00	X		24,592.43
07/16/2018	debit	NAPSA	Conference expenses	annual confere...	450.00	X		24,142.43
07/23/2018			Cash in transit	Deposit		X	3,200.00	27,342.43
07/31/2018			Investment Income:Int...	Interest		X	0.45	27,342.88
08/07/2018			Cash in transit	Deposit		X	2,595.73	29,938.61
08/07/2018	2175	Southwest Virginia L...	Grants given	TAPAS Grant f...	2,000.00	X		27,938.61
08/08/2018			Cash in transit	Deposit		X	2,000.00	29,938.61

VCPEA Inc

1/7/2019 1:32 PM

Register: Suntrust Checking

From 06/01/2018 through 01/07/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/08/2018	2176	Kingsmill Resort	Conference hotel	deposit for 201...	1,500.00	X		28,438.61
08/11/2018	2177	Treasurer Of VA	Taxes & Licenses	VDACS annual...	30.00	X		28,408.61
08/20/2018	debit	Mekong Restaurant Inc	Meals & Entertainment		34.20	X		28,374.41
08/31/2018		Suntrust	Investment Income:Int...	Interest		X	0.49	28,374.90
09/04/2018	debit	4 Imprint	Give Away - promotio...	25 umbrellas - ...	209.29	X		28,165.61
09/13/2018	2178	Marker, Marjorie	Travel	NAPSA confer...	2,148.98	X		26,016.63
09/14/2018	debit	Mekong Restaurant Inc	Meals & Entertainment	BOD lunch	51.61	X		25,965.02
09/28/2018		Suntrust	Investment Income:Int...	Interest		X	0.46	25,965.48
10/09/2018	debit	Food Lion	Meals & Entertainment	candy for BoD ...	11.15	X		25,954.33
10/10/2018	2179	Sorenson RN JD, Mi...	Travel	lodg for retreat	111.02	X		25,843.31
10/11/2018	debit	Panera Bread	Meals & Entertainment		16.84	X		25,826.47
10/11/2018	debit	Panera Bread	Meals & Entertainment	box lunch - retr...	158.64	X		25,667.83
10/24/2018	2180	Apple Spice Junction	Meals & Entertainment	conf comm lunch	117.58	X		25,550.25
10/31/2018			Investment Income:Int...	Interest		X	0.44	25,550.69
11/07/2018		VA Sheriffs' Institute...	Sponsorship income	Deposit		X	1,000.00	26,550.69
11/16/2018	debit	Uptown Color	Printing and Reproduct...	brochures	350.00	X		26,200.69
11/16/2018	debit	Apple Spice Junction	Meals & Entertainment	BoD meeting	135.51	X		26,065.18
11/19/2018	2181	Stone, Christine	Travel	lodging for Bo...	166.55	X		25,898.63
11/20/2018			Membership Dues	Deposit		X	25.00	25,923.63
11/30/2018			Investment Income:Int...	Interest		X	0.43	25,924.06
12/31/2018			Investment Income:Int...	Interest		X	0.44	25,924.50

1:15 PM
01/07/19
Cash Basis

VCPEA Inc
Balance Sheet
As of December 31, 2018

	<u>Dec 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Davenport	66,327.00
Suntrust Checking	25,924.50
Suntrust Savings	12,039.80
	<hr/>
Total Checking/Savings	104,291.30
	<hr/>
Total Current Assets	104,291.30
	<hr/>
TOTAL ASSETS	104,291.30
	<hr/> <hr/>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	71,931.49
Retained Earnings	37,649.28
Net Income	-5,289.47
	<hr/>
Total Equity	104,291.30
	<hr/>
TOTAL LIABILITIES & EQUITY	104,291.30
	<hr/> <hr/>

1:20 PM
01/07/19
Cash Basis

VCPEA Inc
Profit & Loss
July through December 2018

	<u>Jul - Dec 18</u>
Ordinary Income/Expense	
Income	
Sponsorship income	1,200.00
Total Income	<u>1,200.00</u>
Gross Profit	1,200.00
Expense	
Conference hotel	1,500.00
Give Away - promotional items	209.29
Meals & Entertainment	636.87
Postage and Delivery	70.00
Printing and Reproduction	350.00
Travel	2,426.55
Total Expense	<u>5,192.71</u>
Net Ordinary Income	-3,992.71
Other Income/Expense	
Other Income	
Investment Income	
_LT CapGnDst	606.36
Dividends	548.57
Interest Inc	3.31
Total Investment Income	1,158.24
Membership Dues	25.00
Total Other Income	<u>1,183.24</u>
Other Expense	
Conference expenses	450.00
Grants given	2,000.00
Taxes & Licenses	30.00
Total Other Expense	<u>2,480.00</u>
Net Other Income	-1,296.76
Net Income	<u><u>-5,289.47</u></u>