



**MINUTES
BOARD OF DIRECTORS MEETING
January 8, 2020**

Present: David Hominik, Dawn C. Lindley, Margie Marker, Joyce Martin, and Courtney O’Hara

On Phone: Cathy Devore, Judy Hackler, Diane Hoffman, Christine Stone and Joyce Walsh

- **Welcome and Introductions**

Margie Marker called the meeting to order and all roll call was performed.

Dawn C. Lindley, Eldercare Advocate at DL Cooperative Services LLC, was introduced, as a guest. Ms. Lindley notes she’s interested in joining the board. She also provided a brief bio that included the following information:

Ms. Lindley is formerly the director of financial education /marketing at the Virginia Credit Union League. The League is a trade organization that advocates for credit unions across the state of Virginia. In the 15 years she was in this position, she handled event planning, marketing communications, fund-raising, and conducted presentations & workshops. She recently retired to be able to be a better caregiver to her mom, who has vascular dementia, and to pursue her passion advocating for elders and their caregivers.

- **Announcement**

Margie Marker reports that she has obtained VPCEA branded materials, to include magnets and notepads. They can be distributed at events for marketing purposes. Each member present was given some of each.

- **Review of Minutes**

Minutes of the November 13, 2019 business meeting were provided to members via email prior to this meeting. **Christine Stone** moved for approval while **David Hominik** seconded it. There was no opposition.

- **Treasurer’s Report** – Total account balances as of December 31, 2019 were \$115,741.27 including checking (\$22,862.57) savings (\$12,040.70), cash in transit (\$12,000) and investments (\$68,838.00). Joyce Martin provided the full Treasurer’s Report via email, prior to meeting (attached here).

▪ **Annual Conference Committee –**

2020 planning updates

Margie Marker states the following:

- 1) Save the Date is complete and will be sent out this week. VCPEA Executive Committee members ask that you distribute it to your networks.
- 2) All speakers have been secured. Outstanding work includes completing the agenda: primary focus is on securing speaker bios as well as workshop titles and description.
- 3) Registration will open February 1, 2020, via Eventbrite:
 - a. Early-Bird Registration (2/1/2020 - 2/29/2020): \$300
General Registration (3/1/2020 - 4/30/2020): \$350
Late Registration (5/1/2020 - Sell Out): \$450
 - b. Scholarship information is as follows:

VCPEA is pleased to announce the availability of forty (40) scholarships, also beginning February 1, 2020. The VCPEA conference scholarship is open to professionals in a variety of occupations who provide services to older adults and are interested in increasing their awareness of the issues of adult abuse, neglect or exploitation.

Scholarship recipients will receive:

- Free registration to the 2020 VCPEA conference
- \$ 266.88 to cover the cost of 2 nights lodging at host hotel, to be paid at the conclusion of the conference

Conference scholarships will be open to:

- Virginia residents working in professions that serve older adults;
- Preference will be given to applicants who qualify for one or more of the following categories: (1) first-time attendees, (2) those working in rural areas of the state, and (3) those who can attest to a financial hardship;
**NOTE you must obtain supervisor/manager approval to attend the conference prior to applying for the scholarship.

APPLICATIONS MUST BE RECEIVED BY FEB 29, 2020, 11:59PM (EST). Please note that you will be notified about your application status on or before APRIL 15, 2020. NOTE that applicants who do not receive a scholarship award will be offered a code to register at the early bird price of \$300.

- 4) **CANCELLATION POLICY is now as follows:** Cancellations must be received by VCPEA in writing prior to April 30, 2020 to receive a registration refund minus a \$25 cancellation fee. Substitutes are allowed at any time. No refunds or registration credits will be issued for cancellations

made on or after April 30, 2020, even if payment had not yet been processed for the registrant.

- 5) **Judy Hacker** has developed sponsorship and speaker forms, both of which were distributed via email prior to this meeting. Feedback has been provided to **Judy Hacker** via email and during the meeting. She will make suggested changes and electronically distribute to members.

- **Executive Committee** – No formal report.
- **Finance** – **David Hominik** provided the following update:

“As part of the Financial Committee's year-end annual review, Joyce Martin and David Hominik met with Jamey Davidson, financial adviser with Davenport, on December 11, 2019. VCPEA has invested \$50,000 in Davenport investments; as of noon, Tuesday, January 7, 2020, the current balance of the VCPEA Davenport accounts is \$86,559.19.

Davenport advises that due to market vulnerability and political uncertainties (both within the United States and Europe), VCPEA should reallocate a portion of its current investments from mid-risk to low-risk investments. Attached is a detailed explanation from Davidson. The Finance Committee agrees with Davidson's recommendation.

Therefore, the Finance Committee recommends:

- 1) That VCPEA exchange existing Davenport funds, which are 100% stock, into the Davenport Balanced Income Fund (60% stock and 40% fixed income/bonds). There would be no cost for such a transfer within Davenport maintained funds, and
- 2) That VCPEA sell our European stock fund (FEZ) and reallocate it to the Vanguard International Fund (VEU). This sell and purchase will cost \$175.00.”

Margie Marker motioned to accept these recommendations. **Joyce Walsh** seconded this motion. No opposition. As such, **Joyce Martin** will contact Davenport to insure that recommendations are followed.

- **Work Groups**
 - Nominating: **Joyce Martin** moved to officially nominate **Andre Dorsey**, **Dawn Lindley** and **Daveena Sexton** to the board, pending confirmation at

VCPEA's Annual meeting in May. **David Hominik** seconded motion. There was no opposition and, therefore, the motion passed.

▪ **Other business**

- VVAN Conference Sponsor Recap -- **Michele Sorenson** was unable to attend so this was tabled until March meeting.
- Change November board meeting (conflict as state holiday) -- **Margie Marker** proposed moving the date to 11.4.2020. There was no noted opposition and, thusly, the change was made.
- Sponsorship opportunity for Virginia Governor's Conference on Aging in May 2020 -- **Joyce Martin** received a request for sponsorship in the amount of \$400. **Joyce Walsh** made a motion to secure sponsorship. **David Hominik** seconded motion. No opposition and, thusly, so moved.
- Sponsorship opportunity for Faithful Aging Conference, in March 31, 2020 – **Dawn Lindley** presented a request for sponsorship in the amount of \$200. **Joyce Martin** made a motion to secure sponsorship. **Margie Marker** seconded motion. No opposition and, thusly, so moved.
- Virginia Navigator Update (our website contact is retiring) -- **Courtney O'Hara** states the following: Katie Benghauser is retiring in May. Her colleague Monica Uhl is now handling updates for VCPEA.
- VCPEA Facebook Update – **Margie Marker** stated that **Christine Stone** and **Irene Osei** as contact persons for questions/comments related to Facebook postings.
- Liability Insurance Update – **David Hominik** states that he will be working to continue to secure our coverage.

Meeting was adjourned at **12:08pm**.

Future Meetings...

March 11, 2020

May 13, 2020

July 8, 2020

September 9, 2020

November 4, 2020