



**MINUTES
BOARD OF DIRECTORS MEETING
July 10, 2019**

Present: David Hominik, Gwen Ingram, Margie Marker, Joyce Martin, Howard Mason, Courtney O’Hara, Irene Osei, and Susan Umidi

On Phone: Cathy Devore, Diane Hoffman, Michelle Sorenson, and Joyce Walsh

▪ **Welcome and Introductions**

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

▪ **Susan Umidi** noted that VCPEA has an opportunity to sponsor the following conferences:

- 1) VA Association of Personal Care Providers (8/28/2019)
- 2) Elder Abuse: Understanding Capacity, Consent & Undue Influence, Abingdon, VA (8/30/2019)
- 3) Virginia Victim Assistance Network (early November, 2019)
- 4) Virginia Governor’s Conference on Aging, Richmond, VA (5/12/2019)

▪ **Review of Minutes**

Minutes of the business meetings in March (3.13.19) and May (annual meeting, held at our conference, on 5.30.19). **David Hominik** moved for approval while **Joyce Martin** seconded it. There was no opposition.

▪ **Conference Review**

- 1) Attendance -- Courtney O’Hara
 - **Courtney O’Hara** noted that there were 199 total check-ins; 160 total participants.
- 2) Financials -- Joyce Martin + David Hominik
 - See attached conference profit and loss sheet.

- **David Hominik** notified board that he applied for an ACL (Administration for Community Living) grant to support our conference. He states he recently learned it was awarded. Amount: \$12,000
 - 3) Evaluation Results -- Joyce Martin
 - See attached summary.
 - 4) Membership Feedback
 - **Michelle Sorenson** suggests that the board recognize sponsors on Facebook + website.
 - **Howard Mason** recommends playing to each board member's strength. For example, he notes board members should be able to opt out of introducing speakers in favor of more behind the scenes work.
 - **Cathy Devore** requests that we provide an orientation for only scholarship recipients, not first time attendees.
 - **Gwen Ingram** suggested that we insert an info sheet in packet for first time attendees
 - **Joyce Martin** stated that sound symptom problems were noted in at least five (5) evaluations. Joyce Walsh will address this with the venue, as they hire the A/V staff.

- **Treasurer's Report** – Total account balances as of June 30, 2019 were \$110,043.67 including checking (\$18,852.41), savings (\$12,040.40), cash in transit (\$12,000) and investments (\$67,150.86). Joyce Martin provided the full Treasurer's Report via email, prior to meeting (attached here). **Margie Marker** made a motion for approval while **Irene Osei** seconded. There was no noted opposition.

- **Annual Conference Committee** –
 - 1) **Susan Umidi** and **Joyce Walsh** shared that that VCPEA has secured Kingsmill Resort for our next conference, in May 2020.

- **Executive Committee** – No formal report.

- **Finance** – **David Hominik reports** that today's Davenport balance is \$79,912.48, which is VCPEA's cash value.

- **Work Groups** – no formal report

- **Other business**
 - 1) Representation @ NAPSA -- Margie Marker + Susan Umidi

- **Susan Umidi** proposed that VCPEA grant **Margie Marker** up to \$2,000 toward lodging and travel to this year's NAPSA (National Adult Protective Services Association) Conference in Colorado. **Susan Umidi** noted that VPCEA has had representation at this conference for many years. She also noted that **Margie Marker** will provide a summary of events as a means of helping us select future topics/speakers for our conference. **David Hominik** moved to approve and **Howard Mason** seconded **Susan Umidi's** request. There was no noted opposition.

2) New Member –

- Joyce Martin proposed to seek a board representative from EMS. There was no noted opposition. As such, she states that she will reach out to Andre Dorsey, Newport News Fire.

3) Membership Workgroup

- **Joyce Martin** noted that Quickbooks could be a means by which we can track membership. **Irene Osei** will investigate this and other measures for data mining and report back at the September board meeting.

4) PayPal

- **Irene Osei** stated that she would like VCPEA to utilize PayPal to solicit donations. She will research the process and return with proposals in September.

5) Monetary requests – Joyce Martin

- **Joyce Martin** posed the question: sponsorship vs TAPAS award: how do we differentiate between the two? **David Hominik** and **Courtney O'Hara** will form a workgroup to create guidelines for sponsorship/vendor so that there can be clear distinction.

Meeting was adjourned at **12:59pm**.

Future Meetings...

Wednesday, September 11, 2019

Wednesday, November 13, 2019