

Minutes of the Board of Directors
of the Parkinson's Support Group of Sonoma County

November 15, 2017

Members Present:

Sandy Grant, Art Rosenblum, Marc Alexander, John Hamilton, Marie Kay Hansen, David Getzoff, Sandy Barrett, Kathy Osbun, Mary Reed, Nancy Wilson and Barbara France

Members Absent:

Suzanne deKozan and Karen French

Call to Order:

The regular meeting of the Board of Directors of the Parkinson's Support Group of Sonoma County (PSGSC) was called to order by Chair, Kathy Osbun at 10:00 a.m.

Approval of Minutes:

The September 20, 2017 minutes were approved as read. There was no October meeting due to the fire.

Treasurer's Report:

Sandy G. reported that income for September included:

\$1000 individual donation from Kathy's mother, Betty Greenway

\$100 in memory of Bud Suiter (past Board member)

\$.86 interest

\$81.62 from Oliver's Community Card

Total income for September was \$1,182.48

Expenses for September included:

\$164.18 Dance for PD Class

\$250 Facilities rental for October and November

\$164 for Singing Group

Total expenses for September were \$578.18

Net income for September was \$604.30

Sandy further reported on October income, which included:

\$332 October Donation Jar

\$.75. interest

\$173 Yearly check from Escrip not belonging to Oliver's for \$84.34

\$1.87 profit from 1 PD pin

Total income for the month was \$507.77

October expenses included:

\$83 Dance for PD Class
\$8.69 Printing-Fundraising for Mary's Pizza
\$42.32 Printing-Outreach for ParkinsonWise
\$68 Singing Group
\$100 Speakers fee
\$50 setup/take down for meeting
Total expenses for the month were \$352.01
Net income for the month of October was \$155.76
Net income through October 2017 is \$5018.90
Cash accounts total \$43,023.61
The PD Pin account will be written off in November due to the fire.

Art verified that all statements match bank statements.

Sandy G. proposed that we pay Rob Ellis \$200 for providing music for the Holiday Party. Nancy so moved and Sandy seconded the motion which was passed on a unanimous voice vote.

Programs:

Holiday Party: Kathy is providing the paper goods for the party tables, Karen will provide punch and Sandy will buy flowers for the tables. All members will bring snacks and cookies.

Speakers: Marc said that we have speakers booked for five months of next year. In October we will have a panel speaking on resources for PWP. The panel will use the whole meeting time and there will be no break out groups that month

Dance for PD: Nancy reported that the Dance for PD Video was now up on the PSGSC website. Nancy said that she will propose increasing the salary of the dance instructor team in the next budget from \$75 each to \$100 each. Nancy asked for a vote to continue the program for the next year. After discussion it was felt that we should make the Dance for PD Class an ongoing offering. Art made the motion that the Dance for PD Class be considered an ongoing program sponsored by PSGSC; Mary seconded the motion which was passed on a unanimous voice vote.

Singing Group: John said that it was going well

Caregivers Group: Marie Kay said they continue to have good gatherings.

Library:

Marie Kay said that the Library is getting a lot of use. While there is some trouble with books not being returned it is not a major problem. They have replaced a couple of books that are popular so that they remain available.

Data Base:

Mary said that there were 70 in attendance at the October meeting including four new visitors.

New member packets:

Mary had one packet but the remaining packets were destroyed in the fire that took Kathy's house. Kathy and Mary will recreate the packets and get new ones made. Nancy will help as well.

Fundraising:

The Mary's Pizza event did not happen due to the fire. We will look for a new venue for our next fundraiser.

Kathy will include a reminder to use the Amazon Smile program while shopping online over the holidays.

ParkinsonWise:

The training class is rescheduled due to the fire and will be held on February 24, 2018 from 10 a.m. to 12 p.m.

Grant Proposal:

Karen emailed a grant proposal to board members to create a Parkinson's Clinic in Sonoma County. Due to a discussion with Sandy G. prior to the meeting, Karen decided not to submit the proposal, but the board discussed it anyway. Questions that arose were 1) Should a separate 501(3)(c) be obtained before the project starts? 2) Is the project within the boundaries of our mission statement? 3) Can and should we support it financially? (a \$10,000 contribution from PSGSC was included in the proposal as seed money) 4) What obligations would it bring to PSGSC and the board? 5) Would PSGSC be legally responsible if the goals in the proposal were not met?

The board consensus was that while supporting Karen's efforts, PSGSC should stay within the mission statement. We can consider contributing financially at a future time when we have a clear idea of the structure of the project

While this is a project that has been proposed before, it is not within the scope of our group. We can do our best to support the project, but we cannot create, sponsor or run a full service clinic. Karen has put a great deal of effort into organizing and exploring the possibilities of something we would all love to see in Sonoma County. We will continue to do our best to support her within the PSGSC framework.

Recruitment for Board:

Sandy G. proposed that, in addition to looking for new board members, we consider our own positions. In the aftermath of the fire we are reminded of how unforeseen circumstances can change our lives completely. With possibility of the continuing changes in our personal lives as caregivers and PWPs we need to think of what comes next for the PSGSC group. We have created a strong, vibrant group with a lot of good programs. It should be a goal to see that what we have created is not lost as the board and other PSGSC members leave their volunteer duties and move on with their lives. With that in mind, Sandy G, suggested that we create job descriptions

of all that goes into making the PSGSC group function. Example, Example: Treasurer's position, Email coordination and Dance for PD host. Sandy G. also said that, when she leaves, an accountant would probably have to be hired to do the bookkeeping work that she is now doing and that would be a couple hours per month. In addition, we should start looking for PSGSC members now, who would be willing to take over our positions and start training them. Once trained the jobs can be passed, before the vacancy occurs, then the transition would be much easier. The consensus of the board was that this is an idea we should begin working on. We will look for ways to break down responsibilities into smaller jobs that volunteers from the larger group could take on. Broader participation by the group, at large, would acquaint members with the effort required to make the meetings happen thus sparking their interest in taking on more roles. Nancy suggested that a good goal to get this started is for all of us to have job descriptions written at the January meeting.

Adjournment:

The meeting was adjourned at 12:00 p.m. by Chair, Kathy Osbun. The next meeting will be Wednesday, December 20, 2017 at the Brush Creek Senior Living.

Respectfully submitted,
Barbara France, Recording Secretary