

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

March 21, 2018

Members Present:

Mary Reed, Ann Walker, Sandy Grant, Sandy Barrett, Marc Alexander, Karen French, Kathy Osbun and Barbara France.

Members Absent:

Art Rosenblum, Marie Kay Hansen, John Hamilton and Nancy Wilson.

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 Minutes of the February 21, 2018 Board meeting were approved with the following corrections:

The cost of New Member Packet printing will be \$.07 a page rather than the stated amount per packet.

Under Tulip Pins, the second sentence should read: The display board is very nice and Kathy thanked Karen for making it.

Treasurer's Report:

Sandy reported that income for February included:

\$397.00 Donation Jar  
\$ 50.00 Aletha Christiansen memorial  
\$ .86 Interest income  
\$103.53 Olivers Community Card  
\$ 23.58 Amazon Smile Program  
\$ 4.61 Tulip Pin

Total income for the month is \$579.58

Expenses:

\$441.88 Dance for PD  
\$ 21.00 Filing with Secretary of State  
\$200.00 Yearly Mailbox rental fee  
\$100.00 February and March set up and take down for meetings  
\$ 50.00 Stamps for Finance Committee  
\$300.00 Yearly Storage rental for meetings  
\$250.00 February and March Meeting space rental  
\$148.00 Singing Class  
\$ 50.00 2 tickets @\$25.00 each for Human Race/Breakfast of Champions

Total expenses for the month were \$1560.88

Net income for February is (\$981.30)

Net income for the year is (\$1584.63)

Total Cash Accounts:\$39,726.25

Mary verified that all statements match bank statements.

Sandy presented the proposed budget for 2018. Sandy sees changes from 2017 in two areas in particular. Donations last year were unexpectedly higher than usual and she does not expect that to extend into this year. Also expenses for some programs may be higher as various jobs are being changed and fewer personal donations in carrying out those activities are expected.

Mary said that the cost of the New Member Packets may be higher as it cost \$.08 per page when she had the first few printed.

Sandy said that she will have the budget ready for final approval at the next Board meeting.

Sandy said that she will contact Art to do the audit in April and Mary volunteered to be the second on the Audit committee as David Getzoff who retired at the end of last year left a vacancy on the committee.

Programs:

Speakers: Marc reported that the November speakers spot is still empty. He likes to keep one month open for a topic that comes up or there is a particular need. He is suggesting that we invite Robert Levett from LSVT BIG because we are offering the scholarship to this program and we have a lot of new members since he last spoke to the group. Julie Smith does a BIG program as well and she is very interested in speaking to the group as well. Along the same lines, Lisa Oei a Physical Therapist does a Parkinson's Wellness Recovery (PWR) and she too would like to speak to the group. Since, as a group, we don't recommend one commercial program over another if they offer the same service we need to consider all of them. Marc will look into both programs more and report at the next Board meeting.

Human Race: Mark Seigal would like to speak briefly during the announcement time at the next general meeting to talk about the Human Race and our participation in it.

Breakout groups: Ann and Sandy B. said the March break-out groups went well. Sandy B and Marc will lead the break-out groups at the April meeting.

Dance for PD Class: Sandy G. said that the class is maintaining numbers of 20 or more at each meeting. Katherine Luther has said that she will take over organizing the classes as Nancy will have limited time to devote to the class and Sandy G. is going to phase out her involvement after this year. Katherine has two assistants to help her.

Singing Group: Sandy B. said the class is growing but they need more women. Sandy was the only woman at the last class.

Caregiver Group: Marie Kay left a message that the group is going well.

#### Future Board Members:

Kathy reminded everyone to make personal connections to find people who might be interested in joining the Board or to take over their positions when the time comes. Kathy will make an announcement at the next meeting about the Treasurer's position. The next Treasurer will need to be familiar with the QuikBooks computer program. Sandy said that she would remain the accountant for the year after she leaves the Board so she can ease the Treasurer's learning curve, if need be.

#### Clinic Update:

Karen said that Dr. Maya Katz is willing to work with us and Dr. Katz thinks that the UCSF clinic on Brookwood Avenue might be a suitable location to make a beginning on bringing a clinic here. The Fellowship turnover is in July and this is a logical time to look for someone willing to come here.

#### Library:

Marie Kay left word that the Library had lively activity at the March meeting.

#### Publicity:

Ann said that she spoke to Arlene about the community groups that recommend PSGSC to their clients and Arlene said that she would contact the groups she had earlier listed. Ann gave her brochures for those groups to have available.

#### New Member Packets:

Both Marc and Mary looked into the PANC resource lists and did not think they would add anything useful to our packet. ParkinsonWise has a reference sheet which is very informative and it is in an easily understood format.

#### Fundraising:

Human Race: Mark Seigal is going to help encourage wider participation this year. He will make an announcement at the April meeting.

Oliver's Community Card and Amazon Smile programs are ongoing.

#### ParkinsonWise:

The Workshop was held on February 24 and was very successful with 42 in attendance. Kathy spoke about PSGSC and our programs. There was a lot of positive feedback from the attendees with lots of discussion after the presentation. Dr. Khandhar's video was especially well received. We may do this again in the future but we should wait a couple of years to do so.

We told the participants that they would be listed on our website as people who have knowledge of Parkinson's but now we need to figure out how to list these people. One suggestion is by specialty, location, name and then contact information. The next question then is how to define the specialty category. Marc and Sandy will work out a

basic list of categories and then if there are participants who seem not to fit in one over any other they will contact the participant to see how they would like to be listed.

Clinical Trials:

Marc is working on a new Clinical trials list for the greater bay area.

Adjournment:

The meeting was adjourned at 12:00 p.m. by Chair, Kathy Osbun. The next meeting will be Wednesday April 18, 2018 at Brush Creek Senior Living.

Respectfully submitted,  
Barbara France, Recording Secretary.