



Board Meeting Minutes for January 24, 2019

In Attendance:

Melissa Martin, Michelle Wyse, Jenny Krzemien, Rebecca Brooks, Lynessa Stone, Michelle Jacobs, Trish Cooper. Not present: Jason Buchanan, Tawnya Krall

Old Business:

- Melissa M reported that she has met with Michelle Graham and they are working on the new ethics policy for HCPC. She noted that there will be a positive thrust to the policy, as well as accountability for members. They hope to have this completed quickly, so that it can be brought to the Board for review. Melissa M has also been attempting to contact Chris B regarding the updated bylaws without success.
- The issue of breakfast was again discussed. The Board unanimously agrees that losing \$100 a month on breakfast sales is not acceptable. Trish C and Michelle J had already tried to find a caterer, however our price point is too low and we cannot guarantee numbers in time. Several ideas were discussed: having the meeting sponsor also provide breakfast, having a separate breakfast sponsor, providing coffee only, continental breakfast purchased at Costco by Board members, and a food truck. Michelle J will begin the search to see if there is a food truck that would handle breakfast, as that would allow members to choose for themselves whether or not to have breakfast, and simplify this detail of the meetings.
- We are still awaiting payment from one member for MTL. Tawnya K is working on this situation.

New Business:

- Melissa M reported that Edie Wood from Dispatch will be the speaker for the February meeting. She noted that our HCPC meeting will be held on Valentine's Day, and we discussed themes for the meeting.
- The signup for event committees was held at the last meeting. The following Board members will initiate committee meetings and ensure that event planning is beginning. Alzheimer's Caregiver Conference – Trish C, Parkinson's Planning Committee – Lynessa S, Making the Link – Jenny K, Holiday Party – Michelle J, All-Star Caregiver Dinner – Michelle W.

- At the last meeting, one of the networking questions was related to what more HCPC could do for members, as well as topics they would like to have presentations on. Topics: Seniors hooked on opioids. Melissa M to contact IORA to find a speaker (they indicated there is a local doctor who can present on this), Melissa M to contact Bob Riler for a speaker on Medicare changes, Melissa M to contact Hospice for the ARNP who speaks on Hospice care, Lynessa S to contact the woman who speaks on Customer Service/sales. Other topics of interest: Kim Barwell, Seniors who have no one, Honor Flight. We need to find speakers for April, June, August and October. Ideas: One idea from the meeting was having all attendees at the HCPC meetings to provide a business card, along with a table where they can be centrally placed. This way, members can take a photo of the cards and know who was present at the meeting. Michelle W has agreed to collect the cards and collate them. Melissa M will advise members where they are collated so that they can look at them at the end of the meeting.
- Jenny K, Lynessa S and Michelle W will work on networking formats for March, May, July, September and November. One request from the last meeting is the introduction of all members present and a '30 second' commercial.
- Coffee cards will be handed out by Lynessa S and Trish C at the meetings during the new member introduction. Jenny K will handle raffle sales. Melissa M will talk with Jason B and have him advise the membership of new members at the meeting, and also remind the membership of our policy for those in arrears.
- Future Board meetings will be held at The Homestead restaurant.
- Melissa M reported that Business After Hours on 1/23 at Merrill Gardens was very well attended, and Linda Lee did an excellent job as host.

Treasurer's Report:

Tawnya K. reported that Raffle sales for January were \$111. Our checking account currently has \$8274, with 3 checks to clear, making the total \$5774. She has completed our Secretary of State registration for 2019 (\$10), she has filed our 990 report with the IRS for 2018 annual income (cost is \$39.95 annually), she is working on getting the 2018 tax information ready to file, with completion by the end of February.

Following is a recap of some events and expenses: Alzheimer's Caregivers Conference: Sponsorships - \$7500, expenses - \$2221, Total left over - \$5279 (up \$1200), Making the Link: Sales - 5677.50, Expenses - 1116.50, total left over - \$5491 (up approximately \$800) ***note - we need a correction on the \$5491 number***

HCPC ended up paying \$1140 for breakfast in 2018, legal fees were \$2100

Website:

Nothing noted

Secretary's Report:

Minutes approved as written

Committees:

1. Alzheimer's Conference

Next event 2019

2. Making the Link

Next event 2019

3. Christmas Committee

Next event 2019

4. All-Star Caregiver's Dinner

Next event in 2019.

5. Parkinson's Event – future planning

Initial event tentatively scheduled for spring, 2020

Next meeting: February 14, 2019. Sponsor is Retirement Connection.

Business After Hours: February 28, 4-6:30PM hosted by Diana C and Solstice Senior Living at Point Defiance. Rebecca B reported that she has the flyer and will forward it to Jason B for posting.

Next Board meeting is February 28, 2019, 8AM at Homestead Restaurant in Tacoma. Please let Melissa M know if you cannot attend.

Respectfully Submitted,

Rebecca Brooks, Secretary