



Board Meeting Minutes for September 26, 2019

In Attendance:

Melissa Martin, Jenny Krzemien, Rebecca Brooks, Carole Velez, Tina Baril, Trish Cooper, Lynessa Stone, Tawnya Krall. Not present: Jason Buchanan

Old Business:

- Melissa M presented the new HCPC Code of Ethics and Professional Conduct. The policy was approved with the exception of the date of inception, which was 1983 vs. 2000. We also need to update the mission statement from the bylaws.

New Business:

- Melissa M reported that Jason B has a new job and has not been responding to her calls. Additionally, he has not been keeping up with items on the website, nor handling emails as requested. The Board voted unanimously to remove him from the Board of Directors effective immediately.
- Rebecca B will send out an email to all members to remind them of the rescheduled Business After Hours for September with Sharon Jaffee at Narrows Glen.
- There are several issues with the website. The Board discussed hiring someone to clean it up? Asking Bob B to review with us? Trish C and Jenny K to meet with Bob B to discuss
- The Board discussed purchasing a gift card for Michelle G for her work on the Ethics Policy
- The HCPC tablecloth has gone missing. Board unanimously voted to purchase a new one.
- The Board discussed the nominations in October, Rebecca B to get nomination forms printed, also the nomination forms for our charities. Also Rebecca B to send out email reminding the membership that it is time for nominations for the 2020-2021 Board of Directors.
- Jenny reminded us to have members tag events.

Treasurer's Report:

Tawnya K. asked to be in on the IT updates. We have \$25,700 in the bank, but haven't paid big venue items yet. We paid Chris Brown a totally of \$5144 this year. Our costs have been higher than normal. We made \$192 in raffles last month.

IT/Membership Report:

Rebecca B inquired whether or not Jason had been paid the \$150 to update the website as he requested last month. Tawnya K to check.

Vice-President's Report:

Nothing new noted

Secretary's Report:

Minutes approved as written.

Committees:

1. Alzheimer's Conference

Trish C reported that there have been some issues with payment on our website. Tawnya K will bring the square to the event to assist.

Purchasing food for the event tomorrow (Rebecca B, Melissa M & Lynessa S). Carole V will be getting the coffee for 125-150 attendees. New to purchase 2 gift cards of \$50 each for the drawing for the attendees, Tawnya K to do that. Tawnya K also asked for invoices for the speakers.

2. Making the Link

Jenny K reported no tables remain available. Mark at Copyrights will be printing the programs. He is giving us a discount. Payments are up to date. At the meeting we are stuffing 175 bags. Assigning tables today. AmVets, Disability Resources, Parkinson's foundation are all getting free half tables.

3. Christmas Committee

The committee is meeting. Still have the décor from last year. They are having a Santa. Have an idea of having pictures of members with Santa when they were kids running during event. We have sponsors for all food items. Jenny K will be sending letters to the senior centers.

4. All Star Caregiver's Dinner

Next event 2020

5. Parkinson's Event

The event is planned for April 2020. The Board discussed having our vendors pay through our website. They have their own registration. We would like to see our logo added to the Event site, as well as verbal recognition. We would like to see the HCPC banner there. The Board agreed that the balance of what our vendors pay should stay with HCPC, not commit to an amount with the Parkinson's Association. We will commit to assisting with some of the cost, TBD. Lynessa S. to talk with them and come up with some ideas of how to better integrate.

Next meeting: November 24, 2019 at Mountain View Funeral Home

Business After Hours: Kevin Knox and Bridgeport Place

Breakfast Sponsor: CayCare

Meeting Sponsor: Jen Drake and Cascade Park

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

Respectfully Submitted,

Rebecca Brooks, Secretary