



VCPEA
Virginia Coalition for the Prevention of Elder Abuse, Inc.
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MINUTES
BOARD OF DIRECTORS MEETING
September 14, 2016

Present, via phone: Karen Browder, Sandra Gentry, Melissa Harper, Diane Hoffman, David Hominik, Gwen Ingram, Joyce Martin, Courtney O’Hara, Chris Stone, Susan Umidi, and Joyce Walsh.

Absent: Rachel Hammer, Michele Leith, Beth Ann Lawson, Bridgette Roseman, and Michele Sorenson

1. **Welcome and Introductions**

Susan called the meeting to order. She asked for a roll call as a reminder of the importance of board meeting attendance. Susan noted that the by-laws speak to no more than three consecutive excused absences. In support of this commitment, the executive committee has initiated the option of participating by phone, at today’s meeting.

2. **Review of Minutes**

Minutes of the July 13, 2016 Board meeting were reviewed and approved. Joyce Martin moved while Joyce Walsh seconded and there was no noted opposition.

3. **Treasurer’s Report** – Total account balances as of August 31, 2016 were \$ 90,180.08 including checking (\$18,647.47), savings (\$12,036.80), and investments (\$59,495.81). The full Treasurer’s Report was emailed, by Joyce Martin, to Board prior to meeting. Report was approved. Sandra moved while Karen seconded and there was no noted opposition.

4. **Finance** –

- a. The fiscal health was described as strong. David even noted an uptick in the Davenport account since August 31st treasurer’s report.
- b. Joyce Martin recommended, on behalf of the Executive Committee, that board member dues be waived, given the amount of time volunteered by each member. This was approved. Chris moved while Joyce Walsh seconded and there was no noted opposition.

Awareness Committee

- a. Susan reports the wish of both this committee and that of Advocacy and Outreach committee that they combine efforts, while remaining separate entities, as there is great overlap in mission and goals as well as membership. Social Media should be considered a subcommittee of these combined efforts.
- b. Presently the two chair are Chris Stone for Advocacy and Outreach and Susan Umidi for Awareness. It is suggested that they work as shared chairs for these combined efforts.
- c. Susan requested clarification about serving as committee chair as well as president. Karen noted that there is no prohibition in the by-laws. As such, Susan and Chris will go forward in their combined efforts.
- d. Susan recommended that each board member commit to working on at least one committee. The Executive committee will reach out to board members to ensure that this is completed.
- e. Because this committee noted in their report (see attachment) that they would like to engage in legislative advocacy, Joyce Martin inquired about conflict that exists for members working for state agencies. After much discussion, it was decided that the committee will focus on educating lawmakers instead of legislative advocacy.
- f. See attached committee reports for additional information.

Conference Committee

- a. Joyce Martin and Susan Umidi will share the work of chairpersons.
- b. It was noted that conference scholarships are to be done electronically. A link was provided via email, by Secretary, and members are to submit any feedback to Courtney.
- c. Joyce reports that the committee has decided to move the conference registration to noon for first time attendees and scholarship recipients. The committee at large will address the logistics of this change at their next meeting, scheduled to take place later this month.
- d. Joyce reports the committee will choose an efficient means of electronic communication among committee members and board members, including attachments. Also, in an effort to increase efficiency, the committee is working to create a task list that can be shared and updated electronically and may, perhaps, be web based.
- e. See attached committee reports for additional information.

TAPAS Grants

- a. Courtney and Joyce Martin are to serve as co-chairs for this subcommittee.
- b. It was noted that its application is now available electronically. A link was provided by email and members are to submit any feedback to Courtney.
- c. See attached committee reports for additional information.

Social Media—

- a. This subcommittee is looking for volunteers to provide assistance with Facebook page and other social media platforms. Chris has a person in mind and she will make outreach.
- b. See attached committee reports for additional information.

Advocacy and Outreach – While this committee and the Awareness Committee will be remaining separate entities, they will now report their activities together. See Awareness Committee information above.

5. Nominating Committee

- a. Diane Hoffman, of the Jefferson Area Coalition to End Elder Abuse, was nominated as a board member, by Joyce Martin. With no opposition, her board membership was approved.
- b. Joyce is seeking a mental health representative and will update the board on her efforts at the next meeting.
- c. See attached committee reports for additional information.

6. Membership

- a. This committee posed the following:
 - i. Recommendation for the board to look into a tech savvy individual to either volunteer for the board or to see what the cost of hiring someone to assist with the creation of a database/ email/ website. This may need to be handled jointly with Social Media or a special sub-committee.
 - ii. Membership drive – How to increase, Benefits of, Rewards for?
 - iii. Pilot a means to send invoices.
 - iv. Does anyone want to do a newsletter because as a volunteer board this is a lot of work and must be done by someone with ample time and desire?
- b. The items above were addressed:
 - i. Gwen and Karen will reach out to contacts to find assistance with website and newsletter.
 - ii. Joyce is working with VCPEA's accountant to electronically dispense invoices. An initial test proved promising.
 - iii. The membership committee will continue to address the membership drive issue.
- c. See attached committee reports for additional information.

7. Other business

Committee Membership

- a. It was decided that each board member would reach out to VCPEA members at large as a means of encouraging members to join one or more of our current committees. Susan will be asking for board members to report on their recruitment efforts at the next board meeting, in November.

Future Meeting locations

- a. All board members agree that we should meet in person, half of the year, while also providing an opportunity for participation via phone at the face-to-face meetings.
- b. Future meetings will be as follows:
 - i. January – conference call
 - ii. March - Richmond
 - iii. May – Richmond
 - iv. July – conference call
 - v. September – Charlottesville
 - vi. November – conference call

Meeting was adjourned at 11:50

Future meetings 2016:

Wed., Nov 9, 2016 – Richmond @ DARS

Wed., January 11, 2017 - Conference Call