



**MINUTES
BOARD OF DIRECTORS MEETING
March 13, 2019**

Present: David Hominik, Joyce Martin, Margie Marker, Courtney O’Hara, William Shackelford, and Susan Umidi

On Phone: Diane Hoffman, Chris Stone, and Joyce Walsh

- **Welcome and Introductions**

Susan Umidi called the meeting to order and all roll call was performed. In her opening remarks, she commented on her excitement regarding the increased engagement of Facebook.

- **Review of Minutes**

Minutes of the business meeting held on January 9, 2019 were disseminated electronically prior to the meeting, via Secretary, Courtney O’Hara. Joyce Martin provided corrections on pages 2 & 3. Those were corrected in real time. **David Hominik** moved for approval, as amended, while **Joyce Martin** seconded it. There was no opposition.

- **Treasurer’s Report** – Total account balances as of February 28, 2019 were \$106,758.40, including checking (\$28,391.60), savings (\$12,039.80), and investments (\$66,327.00). Joyce Martin provided the full Treasurer’s Report via email, prior to meeting (attached here). **Margie Marker** made a motion for approval while **Joyce Walsh** seconded. There was no noted opposition.

- **Annual Conference Committee** –

- a. **Susan Umidi** announced that we received Virginia Victim Fund monies to pay for our luncheon and opening speaker. The amount awarded \$7,500.00.
- b. **Courtney O’Hara** announced we have 82 paid registrations as of this morning.

- **Executive Committee** – No formal report.
- **Finance** –
 - a. **Joyce Martin** announces that she’s been alerted by our financial institution that there is a merging of a BB&T and SunTrust.
 - b. **David Hominik** notes that as of today the Davenport account has the following balance: \$74, 488.00. He states that we’ve gained “a couple hundred dollars” in comparison to this time last year.
- **Work Groups** –
 - a. No formal reports.
- **Other business**

Membership Updates & Recruitment

- a. **Welcoming our new member, William Shackleford** – Shackleford introduced himself and his work. He highlighted the issue of bullying older adults, which will be his presentation topic at our upcoming conference. He explained he created this workshop at the request of the community. He offered a preview of his presentation for members.

Conference Scholarship Discussion

- a. **David Hominik** made a motion to approve up to 40 scholarships, with a possibility of additional awards should we secure ACL funds earmarked for this endeavor. Joyce Martin seconded. No opposition.

TAPAS Funding Requests

- b. **Anne See** requested funds for her training event. **David Hominik** made motion to fund it and **Margie Marker** seconded.

May 8th Board of Directors Meeting

- a. **Susan Umidi** announces that we’ll be skipping our May 8th meeting so that we can focus on conference tasks.

Bylaws – Final Review

- a. **Margie Marker** will send them out via email.

Meeting was adjourned at **12:02pm**.

Future Meetings...

Wednesday, July 10, 2019

Wednesday, September 11, 2019

Wednesday, November 13, 2019

VCPEA Inc
Profit & Loss
July 2018 through February 2019

	Jul '18 - Feb 19	Jul '17 - Feb 18
Ordinary Income/Expense		
Income		
Conference	3,300.00	200.00
Sponsorship income	1,200.00	1,000.00
Total Income	<u>4,500.00</u>	<u>1,200.00</u>
Gross Profit	4,500.00	1,200.00
Expense		
Brochures	0.00	16.34
Conference hotel	1,500.00	1,500.00
Conference speakers	0.00	1,200.00
Conference supplies	0.00	190.20
Give Away - promotional it...	209.29	19.19
Meals & Entertainment	726.61	350.01
Misc. Expense	0.00	0.00
Postage and Delivery	70.00	70.65
Printing and Reproduction	350.00	0.00
Travel	2,426.55	1,380.89
Total Expense	<u>5,282.45</u>	<u>4,727.28</u>
Net Ordinary Income	-782.45	-3,527.28
Other Income/Expense		
Other Income		
Investment Income		
_LT CapGnDst	606.36	659.66
Dividends	548.57	497.13
Interest Inc	4.15	3.59
Total Investment Income	<u>1,159.08</u>	<u>1,160.38</u>
Membership Dues	25.00	415.00
Total Other Income	<u>1,184.08</u>	<u>1,575.38</u>
Other Expense		
Conference expenses	450.00	0.00
Donations to Others	0.00	100.00
Exhibitor fees	0.00	300.00
Grants given	2,000.00	817.20
Insurance	744.00	739.00
Internet	0.00	1,175.00
Prof and Legal Fees	0.00	495.00
Taxes & Licenses	30.00	30.00
Total Other Expense	<u>3,224.00</u>	<u>3,656.20</u>
Net Other Income	-2,039.92	-2,080.82
Net Income	<u><u>-2,822.37</u></u>	<u><u>-5,608.10</u></u>

Register: Suntrust Checking

From 01/01/2019 through 02/28/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/09/2019	2182	Apple Spice Junction	Meals & Entertainment	meals for board...	77.46	X		25,847.04
01/30/2019	2183	Atkinson Insurance ...	Insurance	annual liability ...	744.00	X		25,103.04
01/31/2019			Investment Income:Int...	Interest		X	0.44	25,103.48
02/12/2019			Conference	Deposit		X	900.00	26,003.48
02/12/2019	debit	Trader Joe's	Meals & Entertainment	refreshments fo...	12.28	X		25,991.20
02/15/2019			Conference	Deposit		X	300.00	26,291.20
02/25/2019			Conference	Deposit		X	2,100.00	28,391.20
02/28/2019			Investment Income:Int...	Interest		X	0.40	28,391.60