



BOARD OF DIRECTORS MEETING November 9, 2022

Present Board Members (via Zoom): Courtney O'Hara, Randi Keesee, Gary Cody, Margie Marker, Melissa Harper, Joyce Walsh, Paula Kupstas, Joyce Martin, Sydney Palinkas, Irene Osei, Emily Hardy, Diane Hoffman, Michele Sorenson, Gwendolyn Ingram, Susan Umidi

I. Welcome and Introductions

Courtney O'Hara, President, called the meeting to order at 10:35am. All members introduced themselves.

II. Approval of September Minutes

Sydney Palinkas, Secretary, presented the September meeting minutes. No changes were needed and the minutes were approved. The minutes have been uploaded to the website.

III. Treasurer's Report

Paula Kupstas, Treasurer, sent out the latest financial statements on November 9th before the meeting for review by Board members. There is no change to the Davenport account.

The checking balance is more than what appears on the balance sheet due to uncashed scholarship reimbursement checks from the previous conference. Those recipients will be given a deadline to cash those checks.

When reviewing the profit-and-loss statement for 2022, consider that the conference was delayed several years due to Covid-19.

When reviewing the profit-and-loss statement for the conference, note that costs and revenue span from 2019 to 2022. Total conference revenue was \$91,035.71. Total conference costs were \$65,524.57. Net conference revenue was \$25,511.14.

IV. Finance Committee

Paula Kupstas, Treasurer, discussed re-establishing the Finance Committee, which is needed for the Davenport account. Board members were asked at the September meeting to consider joining. There have been no responses so far.

Responsibilities would include reviewing the Davenport review twice a year. Financial statements would be the responsibility of the Treasurer. The Finance Committee is responsible for reviewing financial statements. **Paula** would be the chair of the Finance Committee.

Paula will talk with Jamie from Davenport and send out more information about committee responsibilities and expected time commitment.

V. Conference Committee Report

Margie Marker, Vice President, sent an update on speakers on November 9th before the meeting. Margie will follow up with speakers that we haven't heard from.

Confirmed Speakers:

- Sara Marrs, Ph.D. & Courtney O'Hara, M.S.
- Kates Ives & Jennifer Ives
- Sardek Love
- Barb Pratt & Jami Blanchard
- Alison Martin
- Raphael Gaeta & Mary Twomey
- Melissa Harper
- Carey Raleigh & Andrea Jones

Speakers that Need Confirmation:

- Allison Clifford, MSW & Frederico "Freddie" Pedreira
- Ellie Rest, MSG
- Travis Howard - **Gary Cody** following up
- Jonathan Martinis - **Gary Code** following up
- Jeff Byrd
- Jessica Roberts - **Gary Cody** following up

Conference Scholarships - Scholarships will be discussed at the next Conference Planning Committee Meeting. There are two past scholarship recipients who couldn't come due to Covid-19. **Diane Hoffman** said they can have the scholarship for this year. **Margie** will send Diane their names.

Helen Napps Award- This award is normally awarded on odd years but was awarded in 2022 due to the Covid postponement. Board members decided to offer it again this year. **Joyce Martin** will handle the application and do the cross-stitched award for the recipient. Board members will work to better

advertise the award to different types of professionals, including posting on social media.

The Board decided on the following conference theme: **Powerful Partnerships: Fostering Dialogue and Working Together**. The conference theme has been updated on the website.

Sydney Palinkas will make the 2023 Conference Save the Date Flier. **Margie** will update information from last year and send it to Sydney.

Next Conference Committee Meeting will be December 1st at 3pm.

VI. Communications Updates

We currently have no Facebook presence. The previous account was created by Chris Stone. **Gary Cody** will talk with her to have her transfer responsibility to **Randi Keese**. **Irene Osei** also has Facebook access. **Randi, Irene,** and **Sydney** will work together to manage the social media.

Paula Kupstas got a 12 month Constant Contact subscription. **Sydney Palinkas** will manage Constant Contact. Past contacts have been synced with Constant Contact.

Info@vcpea.org will be forwarded to **Sydney** now.

The 2023 meeting schedule is as follows:

- January 11
- March 8
- May 10
- July 12
- September 13
- November 8

Meetings will continue to be from 10:30am - 12:30pm

The meeting concluded at 11:55am.