

*SCCCEADE Board Meeting Minutes
May 3, 2006*

Members present: Sue O' Brien, Dana Arnold, Carole Metzger, Melissa Murphy, Jean Carvalho, Emily Leo, Velia Esquivel-Ferguson, Val Isaacson, Carol Anderson, Ann-Marie Nobriga-Hounshell, and Connie Krashoc.

- I. **Call to Order:** 7:10 pm by President Sue O'Brien.
- II. **Review of Minutes:** Dana moved to approve the March 7, 2006 board meeting minutes with corrections; seconded by Sue and unanimously approved.
- III. **Treasurer's Report:** Velia reported a balance of \$5992.67. She brought a copy of the proposed budget. The new budget needs to be finalized and approved by 7/06.
- IV. **President-Elect Report:** Dana reported that our next general membership meeting will be held on June 7th at Maggiano's and will be sponsored by Bristol-Myers Squibb.
- V. **Committee Reports**
 - A. **Membership:** Carol and Ann-Marie
 1. Current membership: 78. The board discussed the need to recruit new members, particularly community pharmacists, as well as industry reps.
 2. New membership form: Forms for renewal will have member's current info preprinted and boxes to check off for changes.
 3. Recruitment: Carol made a motion to use a financial incentive of a \$5.00 discount for renewing members for each new paid membership they bring in; seconded by Carole and unanimously approved. The membership committee will email a recruitment letter and blank membership forms to all current members.
 - B. **Publicity/Newsletter:** Desie was not present. Connie will take over the newsletter July 1, 2006, as Desie is stepping down. The goal is to conserve resources (paper, ink, postage, time) and convert to an electronic newsletter next year.
 - C. **Legislative:** Emily reported that she received a letter from ADA asking for an opinion on what we think about the Federal Government taking away the rights of states to provide diabetes education. Emily asked if she should respond to the letter as an individual or as a representative of SCCCEADE. Val suggested to Emily that she should write an article in the Newsletter about this topic as a method of informing members of the issue.
 - D. **CEU's:** Melissa reported that she paid the CEU fees for 2 years (May 2006 to 2008) and forwarded the receipt to Velia for reimbursement.

- E. Historian: Carole reported that Kristin Evans has expressed interest in this position for next year. Velia said that she may be able to help with this position.
- F. Bylaws: Val passed out the bylaws that the committee (Val, Kathie Carroll and Sue Ann Lopes) proposed need change. They reviewed the current bylaws and tried to dovetail ours with those of AADE. The proposed changes must be distributed to members at least 30 days before the next general meeting for their review. They will be voted on at the June meeting.

VI. Ad Hoc Committee Reports:

- A. Professional Development Committee: Sue Ann was absent; Dana reported in her behalf and reminded the board that the winner of the award will be chosen at the June general meeting.

VII. Old Business:

- A. Strategic Plan: Sue reported that AADE is reviewing our plan.
- B. Diabetes Coalition (DC): Val reported that she and Desie attend the DC monthly meeting at the Health Trust, and that the DC wants SCCCAADE to agree to be a formal member. The board agreed to this. Sue will fill out submit the application to the DC.
- C. Diabetes "Train the Trainer": Val reported that she and Lynette Schlick are continuing to work with this program whose purpose is to train physician's office staff to become diabetes care coordinators.
- D. Diabetes Symposium: Will be held on November 11, 2006 at the Biltmore in Santa Clara, and sponsored by the Diabetes Society.
- E. Women's Health Conference: Will be held on October 21, 2006, and sponsored by the Health Trust. The cost to attend is \$75.00
- F. Taking Control of Your Diabetes (TCOYD): Will be held on October 7, 2006 at the Santa Clara Convention Center.

VIII. New Business

- A. Nominating Committee: Carole reports that she has been contacting members who have expressed interest in serving as board members for 2006-07.

IX. Adjournment: 9:20 pm