

**SCCCEADE Board Meeting Minutes**  
**September 21, 2005**

*Members present:* Carole Metzger, Sue O'Brien, Sue Ann Kelly, Kathie Carroll, Val Isaacson, Velia Esquivel-Ferguson, Jean Carvalho, Desie Mehrabian, Emily Leo, and Connie Krashoc

- I. **Call to Order:** 7:25 pm by President Carole Metzger
  
- II. **Review of Minutes:** Approved with corrections noted
  
- III. **Treasurer's Report**
  - A. Budget: Carole and Velia will work together to develop our budget
  
  - B. Bank account: Change of signature cards for account still needs to be completed between Paula and Velia
  
  - C. Account balance not reported tonight as documents still with Paula
  
- IV. **President-elect Report:** Sue sent out letters to solicit sponsorship of this year's meetings.
  - A. October 19<sup>th</sup> meeting will be sponsored by Novo Nordisk at A. P. Stumps; Dr. Bruhn to speak on insulin analogs.
  
  - B. Future meetings:
    - 1. **December** meeting will be sponsored by Home Diagnostics and Bristol Myers Squib
    - 2. **February** meeting sponsored by Lifescan and Animas
    - 3. **April** meeting sponsored by Medtronic and BD
    - 4. **June** meeting will feature Dr. Buckingham and will be sponsored by Aventis
  
  - C. Suggestions for locations: (Val has industry partner list)
    - 1. Viva in Los Gatos
    - 2. Maggiano's
    - 3. Emil's

## V. Committee Reports

- A. Membership: Membership list updated and reminders have been sent. Sue Ann and Kathie ask the board members to contact any members we know that are on the "not yet paid" list.
1. Current membership breakdown: 62 paid members (37 RNs, 20 RDs, 4 reps, 1 LF therapist). Desie has a list of pharmacists who are interested in membership. She will send them membership applications.
  2. Discussion to include on next year's membership form whether member is an AADE member and CDE status.
  3. Computer program for membership data collection has been generously "donated" to SCCCEAADE by Kathie Carroll.
  4. Membership directories were distributed to the board to deliver to members at their workplaces. The remainders will be set out at the October membership meeting. Any not taken will be then mailed.
- B. Publicity/Newsletter: Desie welcomes articles, job ads, reports from meetings attended.
- C. Legislative: Emily has nothing to report
- D. CEUS: No report
- E. Historian: Jean will continue to document our meetings with photos.
- F. By-laws: Val reports the by-laws are printed in the membership directories.

## VI. Ad Hoc Committee Reports

- A. Website (www.scccceaa.de.com): Jen Block will maintain the website. If anyone needs announcements to go out to the entire membership, send to Jen as she has all the members in her database.
- B. Email site no longer active.

**VII. Old Business**

- A. Camperships: Carole asked Paula to send to Val, but Val has not yet received. Velia will review checkbook to determine if check was written. Kathie Carroll requested that Camperships be written into the annual budget.
- B. AADE: Desie spoke about planning a joint meeting with the Monterey chapter and inviting the AADE Educator of the Year to speak to the group. Carole will consider and Emily will check with the Monterey group to see if they are interested.

**VIII. New Business**

- A. Conflict of Interest: President to sign a conflict of interest waiver and agree not to accept gifts > \$1000
- B. AADE: Discussion on collection of dues by AADE from local chapters. More discussion on whether all SCCCEAADE members should be AADE members. A motion was made and approved that SCCCEAADE will pay for membership to AADE for each current SCCCEAADE president.
- C. Scholarship Committee: Sue Ann recommended we form a scholarship committee to create professional development opportunities for members and to help spend some of our funds. Carole appointed Sue Ann and Velia to chair this committee. At the next general meeting, a request for volunteers for this committee from the membership will be made.
- D. DSSCV Symposium: Annual symposium to be held November 13<sup>th</sup>. SCCCEAADE to have a table in the vendor's area to recruit new members. Desie and others will staff the table.
- E. ADA Scientific meeting Jan 2005.
- F. AADE Leadership meeting May 2005.
- G. Next SCCCEAADE Board meeting November 16 at Carole's house.

**IX. Meeting adjourned 9:25 pm.**