SPSWA Board Meeting Minutes
Meeting Title: SPSWA Board Meeting

12/11/2025

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1. Call to Order

- Meeting called to order by **Jarrod Peterson** at approximately **8:57–8:59 a.m.**
- Quorum assumed based on multiple board members present via Zoom and in person.

2. Attendance

Present:

- Jarrod Peterson
- Logan Kubista
- Lauren Bednar
- Jim Lord
- Ian Bruess
- Annalisha Perez
- Stacy Atkins

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3. Membership – "Shelley Challenge"

- **Update (Logan):** Membership has increased from **68 to 75**, showing progress toward the "Shelley challenge" of reaching **100+ members by January 1**.
- Growth is a **mix of renewals and new members**, with more new memberships than renewals.
- Several board members indicated they will renew to help reach the goal.
- General support for ensuring all board members' memberships are current.

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4. Fall Aging Conference & Scholarship Funds

- **Fall Aging Conference distribution:**
    - SPSWA will receive **$6,000** from the Fall Aging Conference.
    - Last year SPSWA received **no funds**; the prior year was **$5,000**.
- The board agreed there is now sufficient funding to **restart the scholarship committee**.

- **Potential scholarship partners discussed:**
    - Dakota County Technical College (previous partner)
    - St. Paul College
    - Century College
    - International Institute (for CNA-track students)
- Discussion on **how and where to present scholarships**:
    - Historically done at the **spring conference**, which is not currently planned.
    - There is interest in presenting at the **Fall Aging Conference** to increase SPSWA visibility and drive membership.
    - Need to coordinate with **MASWA**
- **Ian** will continue to represent SPSWA in Fall Aging and explore opportunities for more SPSWA presence (including speaking roles).

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5. Service Event Debrief – Santa for Seniors Gift Wrapping

- Event completed successfully; **all gifts were wrapped** despite limited supplies.
- **High volume of gifts** this year (more bags than prior years).
- Wrapping supplies were nearly exhausted; more supplies will be needed for future events.
- Membership was **not broadly included** this year due to **late scheduling**; intent to involve **more members next year**.
- Guests expressed strong appreciation for the service.

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6. Board Structure, Roles, and Communications

- **Annual Meeting Survey:**
    - Needs to be sent to membership to confirm the board slate and positions.
- Current roles confirmed in discussion:
    - **Treasurer & Program Committee Chair:** Jim Lord
    - **Secretary:** Angela Elwell
    - **Membership Chair:** Logan Kubista (with Shelley assisting, still considered member at large)
- **Communications & Social Media:**

    - Communications is structured as a **committee** (Lauren, Shelly, Angela, Stacy).
    - **Stacy** has access to Facebook and is willing to be active in social media as part of the communications committee.
    - **Lauren** is listed under communications but needs proper access (website, generic email, etc.) and clearer task handoff.
    - Jarrod and Annalisha have a meeting scheduled (next Thursday, 18th—per their calendars) to package and transfer communications access and duties to the committee.
- **Board Attendance & Bylaws:**
    - Reference made to **bylaws attendance criteria**; suggestion to either enforce or thoughtfully modify expectations.
    - Consensus that outreach is needed before removing anyone from the board.

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7. Fall Aging Conference Leadership

- **Jim Lord** is currently **co-chair** (with Paul).
- He is willing to:
    - Continue as **chair**, and
    - Seek a **co-chair** from interested parties.
- **Ian** may take on or continue **speaking responsibilities** at the Fall Aging Conference.

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9. Adjournment

- With no further business raised, the meeting was adjourned at approximately **9:00 a.m.**