

SPSWA Board Meeting Minutes

Meeting Title: SPSWA Board Meeting

Date: 7/10/25

Call to Order: Meeting called to order at **8:29am**.

Attendees:

- **Jarrold Peterson**
- **Kathy Cameron Kuehn**
- **Rachelle Strasburg**
- **Annalisha Perez**
- **Angela Elwell**
- **Logan Kubista**
- **Jim F. Lord**
- **Harvey SPSWA**
- **Mary Poggione**

1. Fall Aging Conference Chair / Committee Status

- **Jarrold** updated the board:
 - **Ian** is still listed as chair on the board.
 - **Jim** is co-chair of the Fall Aging Committee.
- **Rachelle** reported she transferred her Fall Aging duties (registration and marketing) to **Levi** and removed herself from the committee.

2. Membership Report

- **Logan** reported **87 members**.
- There were a couple of new registrations since the last meeting (likely new members, not renewals).
- Email notifications for new member registrations are currently going to an old "Waters" email; this needs to be updated so Logan receives them.
- **Rachelle** explained how to update the notification emails in WordPress form settings and recommended listing at least two board contacts.

3. Fall Aging Sponsorship & Public Policy Update

- **Jim** reported that:
 - Sponsorships for the Fall Aging Conference are selling well and expected to sell out.
 - Conference planning appears on track.
- **Jarrold** summarized a recent joint public policy meeting:
 - Main concerns centered on **rural hospitals**.
 - Direct impact on SPSWA is limited.
 - A PowerPoint is available upon request but is not to be posted publicly.

4. Programming / Host Sites / Topic Planning

- **Kathy** reviewed the **program account / spreadsheet for 2025–26**:
 - Most host sites and speakers are secured; a few host sites are still needed.
 - New host sites include **DARTS** and **Minnesota Hospice** and **Sholom**.
- Priority topic still unresolved:
 - **Firearms and dementia** – Kathy has been unable to secure a speaker and has been advised to seek a **law enforcement** speaker.
- Suggestions:
 - **Logan**: Check with his pharmacy partner (Medication Management Partners) which recently did a CEU on this topic.
 - **Jarrold**: Connect Kathy with the **Alzheimer’s Association** as another option.

5. Venue / Host Site Strategy

- Preference stated to **prioritize non–board member organizations** as host sites, while still preferring SPSWA member organizations.

6. Communications Role

- **Jarrold** reported:
 - **Jeramy** has been handling communications (website, social media, care options page) but wants to transition out as he has moved out of the industry.
 - A replacement is needed to centralize communications responsibilities and reduce confusion about who posts what.
- Until a replacement is found, several board members are updating items as they can, including confirmed programming on the website.

7. Membership Meeting Date Consistency (Summer Schedule)

- **Kathy** proposed that SPSWA should **not change the regular membership meeting date** in response to external conflicts, to maintain consistency and avoid confusion.
- She noted that due to earlier back-and-forth over conflicts, nothing was ultimately held in July, which may have looked like “nothing happened” to the broader membership.
- **Angela** expressed a differing view:
 - Attendance data from recent years shows that the **current summer dates are poorly attended**.
 - She supports consistency overall, but believes the **summer dates specifically** should be reconsidered, or possibly avoided.
- Additional discussion:
 - Options mentioned included **not having a July meeting** at all.
 - Recognition that MASWA does not hold a July meeting.
- **Jarrod** suggested:
 - Deferring a formal decision to the **November retreat**, where the board can review summer attendance patterns and finalize a policy on July (and potentially August) meetings.

8. Meeting Logistics Clarification

- **Annalisha** confirmed the standard schedule for the monthly meetings:
 - **Networking begins at 8:00 a.m.**
 - **Speaker/program begins at 8:30 a.m.**

9. Website / Registration Email Configuration

- **Annalisha** and **Rachelle** reviewed:
 - Updating forms in WordPress so that **new member registration notifications** go to Logan’s correct email and at least one additional board member.
 - Ensuring Logan’s login and user email are correctly updated from his former Waters email.

Adjournment: Meeting adjourned at **8:59am**.