



Children & Adults with Attention-Deficit / Hyperactivity Disorder

CHADD Northern California Chapter Board / Annual Meeting Minutes - 2010

Minutes of the CHADD Northern California, Chapter #504 Board Meeting held on June 12, 2010 at the Clubhouse of Mission Bay Mobile Home Parks and Communities, 15333 Wicks Blvd, San Leandro, CA 94579.

The meeting was called to order at 11:06AM.

Executive Board Members present:

Holly Graff, Judy Marshall, Ellen Nicosia, Gina Pera, Brad P

Members present:

Linda Lawton, Holly Seerley, Susan Kerr, Camille King, Donna Love, Shari Gent, Victoria Vogel, John O'Sullivan, Rebecca Robbins, JoAnn Matone

Members absent:

Beverlee Kell, Eileen D'Arcy Barry, Alicia Solano, Molly Bloom, Beth Gallock, Sue Zee Poinsett, Rick Webster, Magaly Ramos-Cartagena, Anita Mascoli, Don Ross, Phil Goodwin, Phyllis Annee-Wecker, Lynne Baldwin, Amy Sims-Candido, Ellen Goold, Rhonda Fugazi, Laura Wittenberg

Minutes approved:

It was moved by Gina Pera and seconded by Donna Love and passed that the minutes of the last meeting held on June 20, 2009 be approved.

Treasurer's Financial Report: Judy Marshall

It was moved by Linda Lawton and seconded by Shari Gent to approve the Treasurer's Report.

Chapter Group Report: Holly Graff

- All members please read and sign the Conflict of Interest and Confidentiality Forms (return at the meeting or afterwards send to Judy Marshall)
- Update your information on the contact/org lists (at meeting)
- Org Charts and Contact Lists are **for internal use only**, please do not distribute.
- Confidentiality – Respect privacy of all, when sending emails to your distribution lists always use BCC (Blind Carbon Copy) so that others do not see the email addresses on your distribution lists. This also prevents “reply to all” and virus incidents
- Conflict of Interest: If you are a professional and also the leader, coordinator of a CHADD group or P2P Teacher, please do keep these separate. When sending CHADD information and emails, use your name and okay to add your profession (example: MFT, LMFT, ET...). **Holly G and Judy** to check with CHADD National re clarification with CHADD info on resume, and business info.
- Disclaimer: Please always use the CHADD disclaimer “*CHADD does not endorse products, services, publications, medications or treatments. Individual speakers at a CHADD sponsored event do not represent an endorsement by CHADD, nor is it testimony by CHADD as to the quality of the products. Services, publications, medications or treatments or the validity of the individual's claims.*” Use this disclaimer on flyers, emails, literature, if in doubt, use it.
- Unsubscribe: When sending emails please add the “Unsubscribe Statement” at the bottom of the email. Here is one example: “If you no longer wish to receive CHADD Northern California (or your

area) updates about AD/HD news, information, and any email from CHADD Northern California, please put "Unsubscribe" in the subject line and you will be removed from CHADD Northern California email lists.

Professional Resource List:

It's called "Resource List" and not "Referral List", use the "Resource" term. If someone asks for a resource, give 3 names. You may provide 2 names plus yours if you are a resource in that specific area. Just a reminder, when someone does ask for a resource, please educate them about CHADD, our organization, the benefits of joining CHADD, and provide the CHADD website info. Eileen D'Arcy has set up a Professional Resource List, if you have any names you would like to add please send to Eileen

CHADDNORCAL.ORG Website Report: Gina Pera & Brad P

- Will be updating and a whole new look for the CHADD NorCal website ☺
- Clean it up, spruce it up, lots of old/out-dated material on there
- Possibilities: Add a blog, easy to find info for location of meetings, link to membership
- Calendar updates – send to Brad P and Gina Pera. Give them all info (what type of meeting, date, time, where, topic/speaker.
- Send your feedback and ideas to Brad P – Let's keep it simple and easy to use

Lunch Served

Election of Board Members

Ballots were distributed, collected, counted and announced by Linda Lawton.
Election results for the 2010-2011 CHADD Northern California Executive Board Officers are:

Chapter Coordinator:	Holly Graff
Treasurer	Judy Marshall
Secretary	Gina Pera
Program Coordinator	Beverlee Kell
Inquiries Coordinator	Eileen D'Arcy Barry
Membership Coordinator	Ellen Nicosia
Webmaster	Brad P

CHADDNorCal 800 Phone and Voice Messages: Holly Graff

All messages left are returned by Holly Graff (Sacramento Area) and Eileen D'Arcy (Bay Area).

Membership Coordinator Report: Ellen Nicosia, Holly Graff

Membership is up for CHADD NorCal.

Continue to seek new memberships and renewals.

Ellen will send out a follow up email message to new members to welcome them to the CHADD NorCal Chapter.

Check for members in your branch and add them to your email distribution list/Yahoo Group (do not add anyone who does not want to be contacted).

Goals for 2010-2011 --- Continue to educate on new CHADD members and seek renewals. At every meeting put out a sign up list to collect attendee's email and speak to membership.

Parent to Parent Update: Judy Marshall

P2P Class now \$125. Slides will not be sent out as a hard copy, participants can download copies.

Jennifer Klotz is the CHADD National P2P Contact.

Judy Marshall is the CHADD NorCal P2P Coordinator. Please report to Judy when you will be having a P2P class (Linda Lawton, Camille King and Holly Seerley) to follow up with Judy about upcoming classes and dates).

Ideas to attract participants to take the P2P class: Post flyers at mental health, pediatrics and reference depts at hospitals, clinics. Give to schools, doctors.
P2P articles from Judy will be posted to the Yahoo Group.

CHADD National Updates: Judy Marshall

Updates:

- Resource books will no longer be published and sent to new members ☹
- Attention! Magazines will no longer be sent to chapters/branches
- No chapter services (this will not affect us, we have branches and they will continue as is, and we can add new branches)
- Annual CHADD Conference will be held Nov 11-13 (shorter timeframe) – Let Judy & Holly Graff know if you will be attending (all)
- No leadership day/luncheon to be held
- Possibility of a Friday evening event with charge
- Cost of registration for Chapter Coordinators – TBD
- Please let Judy Marshall know if you will be attending the conference (look at cheaptickets.com for low flight fares)

Group Share Discussion Reports – Holly Seerley

Each coordinator to share their successes, challenges, concerns, what works, problem solving discussion.

Holly Graff – Sacramento – Speaker & Support meetings combined, use a catchy title (50-100 in attendance)

Gina Pera – Palo Alto – Adult Group, strategies (sleep, diet, exercise), Partners Group-every other month (25 in attendance).

Brad P – Palo Alto – Practical meetings, what works, keep it positive, fun, laugh, enjoyable. Not for complaints, find solutions, and science-based evidence.

Rebecca Robbins – San Francisco – Meeting with youth cultural group, very dynamic (25 in attendance). Posted to Meet Up and Craigslist, met at a café, informal. Changed location to USF with no response, adult group did not work.

JoAnn Matone – Pleasanton (10 attendance). Two new facilitators – Casey and Stefani. Format is 1st hour a general discussion with topics, 2nd hour have a prepared topic, which may be tabled if continued on the 1st hour topic.

Linda Lawton – Berkeley/Oakland (1+ attendance), Adult meetings. New space, new leadership (April), good speakers – social skills, collaborative group, relationships (Gina).

Camille King – Parent Meetings started, evenings, speakers.

Donna Love – San Francisco (w Rick Webster), 1st and 3rd Wednesdays of the month, help with structure.

Shari Gent – Fremont – 2 meetings/month. Speaker every other meeting, 2nd meeting check in and catch up. Moved from school location to Kaiser Permanente with a larger attendance.

Victoria Vogel & Ellen Nicosia – Marin Parent Support Group, meets last Monday of the month, 12:30-2:30pm. Was held at Victoria's home (7-12) and then moved to a church, attendance declined (3-6). Have a cozy group, check in format, topic comes out of that, brainstorm.

Holly Seerley & Beverlee Kell – Marin / Corte Madera. Adult issues, support group. Star Academy speaker event (15-100 attendance).

<u>Concerns</u>	<u>Who has ideas/solutions</u>
Holly G – Get good volunteers	Linda, Judy
Gina – Lectures, book tour – need reliable volunteers	Linda, Judy
Rebecca – Needs P2P participants and involvement	Shari, Holly G
JoAnn – Publicity, no outreach, need to grow	Judy
How to do speakers	Linda, Holly G
Linda – Has no time to market the P2P Class	Shari G
What room to hold meetings in (small or large)	Victoria
Meeting formats, what works	Victoria, Donna, Brad, Holly S
Camille – Getting started, new	Victoria
Susan – Getting speakers	Linda, Holly G
Shari – How to integrate diverse groups into one meeting	Linda, Holly S
Victoria – Need ideas on another location site (free)	Donna, JoAnn
Ellen – Increase size/attendance	Judy, Holly G

Please contact that person to get ideas/suggestions for your concerned areas **(all)**

How to Increase Attendance at Meetings – Ideas

Grow your group, use database in your area, send out consistent messages on a consistent basis (2 wk/1wk notices, 10 day/1day notices, etc).

The more consistent you are --- they will come!

Email / or set up a Yahoo Group for your distribution list.

P2P – Connect to other adult/parent/support groups in the area and out of area.

Use Meet Up and other social networking avenues.

Use school system email announcement/ PTA groups.

Don't give up, keep on trying.

Connect with other groups/branches --- see what is working with others. We have a great dynamic group!

Meeting Format – Ideas

Less than 20 in attendance – Ask why they are want to gain from meeting, their concerns, and Q's.

More than 20 in attendance – Check in with newer members, burning Q's, why here?

Have combined speaker and support group/break out meetings

Chip and challenge – what do you know and would like to share.

Create safety, welcome, friendly atmosphere (no embarrassment) at meetings.

ALL – Take a few minutes and share your ideas, suggestions and solutions on these and send out to the Yahoo Group or copy all (bcc).

Eagle Scout Project: JoAnn Matone

CHADD NorCal was approached by an Eagle Scout in Walnut Creek; he would like to do his project on/for CHADD. JoAnn Matone has experience in this area and will oversee. Thanks JoAnn!

His project needs to have elements of leadership, education event (perhaps fair/booth), and learning challenges, provide CHADD information, fund rising, train other scouts.

Send your ideas and handouts to JoAnn.

Donna Love can help with location in the Walnut Creek area.

Kudos to all: This is a very dynamic and vibrant group, thanks to all for your contributions!

There was no chapter legislative activity since the last meeting.

There was no chapter lobbying activity since the last meeting.

Next meeting:

June 2011 – Send survey to select date for next year's meeting.

Adjournment:

It was moved by Linda Lawton and seconded by Brad P to adjourn the CHADD Northern California Chapter meeting for 2010.

The meeting was adjourned at 3:00PM.

Respectfully submitted:

Holly H. Graff

June 15, 2010

Minutes: Holly H. Graff

Attachments:

Financial Report for Jan-Dec 2009

Financial Report for Jan-June 2010