

SCV-CAMFT BOARD MEETING MINUTES
January 27, 2017

Call To Order: 9:12am by Eleanor Scott, President

Present: Nancy Andersen, Elizabeth Basile, Ernie Chu, Jacqui Gerritsen, Chandra Rai, Debra D. Rojas, Michal Ruth Sadoff, Eleanor Scott, Janice Shapiro

Guest: Nancy Orr

Absent: Barbara Pannoni

President: Eleanor Scott

Action: Upon motion by Debra and seconded by Elizabeth, the November 2016 minutes were unanimously approved.

- Eleanor asked which members would be attending the upcoming CAMFT Leadership conference. Eleanor, Debra, Nancy A, Jacqui and Chandra are probable attendees.
- The February board meeting is scheduled for Friday February 24th, the same day that people will be flying to Orange County for the conference. The board discussed logistics of attending a meeting and then flying out, as well as whether any urgent business is expected. Eleanor stated that if the meeting is cancelled and Barbara has any spring workshop-related issues or needs, she can contact Eleanor who will coordinate responses and assistance to Barbara as needed.

Action: Upon motion by Jacqui and seconded by Nancy, the February 24th board meeting was cancelled by a unanimous vote.

- Eleanor noted that the CAMFT Annual Meeting will take place in our area, at the Hyatt Santa Clara. Volunteers will be needed to host a chapter table and potentially other welcome spaces or activities.
- Michal reminded members of the chapter report that is due to CAMFT by March 1st per the Chapter Agreement signed last year. It includes a board roster, a chapter members list and a financial report. Michal will coordinate this report.

Budget: Ernie Chu

- Ernie reviewed the chapter's financial status and explained the reasons for last year's deficit and a continuing budgeted deficit this year. These have been covered by reserves. He recommended that the board make a plan this year for next year's budget to include increased revenue and decreased expenses.
- Nancy O asked for information on membership income trends for the last 5 years.

- Ernie created a separate SCV-CAMFT CFO email address for himself to separate those out from his other emails. Michal suggested that we all use our chapter role-based email addresses to communicate about board business.
- Ernie talked about streamlining the invoice/payment system so that reimbursement requests can be submitted online, monitored, etc.

Action: Upon motion by Nancy A and seconded by Jacqui the 2017 Budget was approved unanimously.

CE Operations: Janice Shapiro

- Janice noted that submission to CAMFT of our CEPA first year renewal is due by February 7th. She requested approval of the fee of \$200 for this submission.

Action: Upon motion by Michal and seconded by Nancy A, an amount of \$200 for the CEPA renewal fee was approved.

- Janice described her ideas for a peer consultation group sponsored by our chapter, and distributed a draft document. Janice discussed results of her research into other chapters' similar groups. Janice proposes that hosts for these groups would be solicited from among chapter members. Janice conceives of these groups as operating on a monthly basis at various locations (hosts' offices or other confidential location), and SCV-CAMFT members would be welcome to drop-in at a group convenient to them for time and place. Janice asked that members contact her with additional ideas or questions. The board expressed enthusiasm for the idea. Debra noted that a policy and procedure will be needed, in order to formalize this as a chapter offering, and to ensure sufficient chapter attention and resources. Janice will continue to develop this idea and will bring this topic forward again at the next meeting.

Membership: Chandra Rai

- Michal described the results of staffing a chapter table at the recent Santa Clara University Practicum Fair. Many students came by, and Michal was able to educate them about our chapter and about CAMFT in general. The event yielded 20 names and email addresses of SCU students as potential chapter members. Chandra will contact them. Michal and Chandra suggested that Nancy O develop a flyer for future practicum fairs.
- Collateral materials (door hangers, mugs, pens, squeeze balls etc) that are needed for events like practicum fairs or other chapter events are currently stored in several board members' homes. The board would like to store them in a central location, i.e. our chapter storage unit in Sunnyvale, so that they are available when needed. Currently the president, past president and CFO are on the account for the storage unit, and should have keys. Michal commented that the chapter's minutes binders in her possession will also be stored there eventually.
- Chandra raised the topic of dates for luncheons and other chapter events, with the idea of avoiding having back to back events, especially around the time of the

Annual Meeting. She is concerned that too many events in a row can negatively impact attendance at the Annual Meeting. After discussion and clarification, the board decided not to make any changes to the dates. Eleanor will distribute an updated Board calendar.

Law and Ethics: Nancy Andersen

- Nancy A announced that September 15th is confirmed for this year's Law and Ethics workshop. It will be at Michael's Shoreline with Dave Jensen.
- Nancy A said she will bring forward an agenda item regarding a price increase for the workshop to cover the cost of the hot breakfast which was popular.
- Nancy A described her idea for a standard Event Report Card format to be completed for each event. This information could be published in the newsletter.

Special Events: Barbara Pannoni

- On Barbara's behalf, Michal read this update email from Barbara:
- *My only update is that we have 98% of Maureen Johnston's information for her presentation on March 3 and it looks like it's going to be great. I am waiting for her goals statement and have requested her syllabus by Feb 15.*
- *Janice and I conferred with Beth Burt at CAMFT re: the format for the goals statement and whether both goals and learning objectives are required to be included on the course evaluation. Beth indicated that the goals statement can be in paragraph form and does not necessarily have to be evaluated as long as the learning objectives are. If Janice is at the meeting, she will probably update this info.*
- *I will touch base with Rob Fisher to get all of his information in the coming week or so.*

Chapter Coordinator: Nancy Orr

- Nancy O talked about the chapter listserv issue. She has been researching alternatives to the Wild Apricot forum. Redwood Empire uses Yahoo but she is concerned regarding security with that tool. With Google groups, all users must have a gmail account. From her research, other potential options are SimpleList and Gagle Mail. Board members agreed to serve as a pilot group to try out any of the options with which Nancy O would like to experiment.

Meeting was adjourned 11:11 am.

I do hereby attest that these Minutes are an accurate accounting of SCV-CAMFT's Board of Directors Meeting held on January 27, 2017.

Michal Ruth Sadoff, Secretary