

MINUTES  
SCV-CAMFT BOARD OF DIRECTORS  
JANUARY 26, 2018

**Call to Order:** 9:16 am by Jacqui Gerritsen, President

**Present:** Jacqui Gerritsen, Eleanor Scott, Debra D. Rojas, Ernie Chu,  
Nancy Andersen, Elizabeth Basile, Rossana Rivellini

**Also Present:** Nancy Orr, Chapter Coordinator via phone

**President Report: Jacqui Gerritsen**

Jacqui reviewed the 2018 board calendar. When luncheons are at Los Gatos Lodge board meetings will be held prior to luncheons. Remaining months the board will meet on weekends to facilitate board member commute times and practice scheduling.

Annual Workshop update: Two potential speakers have been contacted. Elizabeth Basile will get available dates from Michael's at Shoreline and provide them to Rossana. Debra informed the board that ideally a speaker needs to be secured by the middle of February for marketing purposes.

Jacqui reminded the board that CAMFT's annual Chapter Leadership Conference is scheduled for the evening of February 16 and all day on February 17. Most board members will be attending.

Continuing Education Program update. Nancy Orr confirmed that she mailed the 2017 renewal form and check to CAMFT and the next renewal will be due April 7, 2018. Elle Scott will attend the CEPA workshop at the Chapter Leadership Conference and will bring a report to the March meeting.

Ernie asked about the location of corporate documents and the creation of a chapter events calendar. Nancy Orr will create a calendar for chapter events and send an invitation to board members to join Google Docs.

Email etiquette: Presently there are only 7 board members and Jacqui requested board members respond to all emails and either provide information requested or state they have no input. Also, whenever sending emails to the board when a topic changes to be sure to begin a new email string.

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**CFO Report: Ernie Chu**

Ernie presented the proposed budget for 2018.

**Action:** Upon motion by Debra D. Rojas and seconded by Elle Scott the 2018 budget was unanimously approved.

**Secretary Report: Debra D. Rojas**

Debra reviewed the reporting requirements to comply with the Chapter Affiliation Agreement with CAMFT. Within 60 days after a new board is seated, the chapter is required to provide CAMFT with a profit & loss report, an updated membership list, a list of outgoing board members and list of current board members. Ernie will forward the profit & loss report to Nancy Orr and she forward it to CAMFT with the other required documentation.

Update on new chapter exchange. Nancy Orr will prepare an e-blast to members with instructions on how to use the new chapter exchange. She reminded the board this is the same site we previously tested and reported that viewing of numerous categories is not ideal so postings will be in one list. At some point in the future we can change the exchange to add categories.

Discussion ensued regarding the new Find a Therapist feature. The board decided to roll out the new chapter exchange first.

**Pre-newly Licensed: Rossana Rivellini**

Rossana provided an updated on the support groups. She asked for clarification on the mentor program. The chapter no longer has a mentor coordinator, which was previously a volunteer position. Nancy Orr will monitor the mentor program and keep the board updated.

There being no further business the meeting adjourned at 11:15 am.

I do hereby attest that these Minutes are an accurate accounting of SCV-CAMFT's Board of Directors Meeting held on January 26, 2018.

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Debra D. Rojas, Acting Secretary