

**SCV-CAMFT BOARD MEETING MINUTES**  
**April 24, 2015**

Call To Order: 9:06am by Debra Rojas, President

Present: Debra D. Rojas, Kate Viret, Merrett Sheridan, Michal Ruth Sadoff, Elizabeth Basile, Kelly Kilcoyne, Melissa Risso, Kim Panelo, Nancy Andersen

Absent: Jenna Benson Sholl

Guest: Nancy Orr, Chapter Coordinator  
Carol Marks at 10:30am, to share her experience regarding hosting a hospitality table at CAMFT conferences.

**Action:** Upon motion by Elizabeth and seconded by Melissa, the board approved the Minutes of March 27, 2015.

**President Report: Debra D. Rojas**

Announcement: Debra announced that Mike Lysaght has resigned from his position as Director of Technology & Communications.

CAMFT Chapter Affiliation Agreement. Debra reported on the results of her meeting with attorney Zoe Hunton regarding the Chapter Affiliation Agreement that CAMFT has asked all chapters to review and provide input. Debra distributed a draft letter responding to CAMFT's Proposed Chapter Affiliation Agreement and reviewed it section by section, while Board members commented and made suggestions for changes. Board members expressed great appreciation to Debra for her hard work on this review and response.

**Action:** Upon motion by Michal and seconded by Kate, the board authorized Debra to submit the revised letter to CAMFT in response to the Proposed Chapter Affiliation Agreement, to post it on the SCV-CAMFT website for members to see, and to post it on the CAMFT Chapter Exchange for other chapters to see. A copy of the letter and CAMFT'S Proposed Chapter Affiliation Agreement are attached to these Minutes.

**Luncheon and Program Report: Elizabeth Basile**

Elizabeth noted that a north region luncheon chair is needed. In addition, the board asked that the north region luncheon location be revisited, and that attendance be monitored.

**Prelicensed and Newly Licensed Report: Kelly Kilcoyne**

Mentor Program Policy. Kelly thanked Debra for putting the Mentor Program draft by Catherine Rodriguez into the Policy and Procedure format. Kelly will finalize this document, with Debra providing information on Policy and Procedure numbering. Next

steps are a newsletter article, which Catherine will submit by the May 15 deadline, and a kickoff and orientation for mentors.

**Action:** Upon motion by Kate and seconded by Nancy, the board accepted the new mentor program. A copy of the policy for the new mentor program is attached to these Minutes.

### **Special Events Report: Kim Panelo**

Annual Workshop. Kim presented the budget for the Annual Workshop. Michal reported on the results of her contacts with the four bay area CAMFT chapter presidents (San Francisco, East Bay, Marin and Santa Cruz) to propose collaboration on publicity for major events. San Francisco and East Bay agreed, Marin's president was encouraging and response from the board is pending, and Santa Cruz did not respond.

**Action:** Upon motion by Nancy and seconded by Merrett, the board approved a budget for the Annual Workshop of up to \$6,000, with audio equipment rental contingent on expected attendance numbers (needed only if we get very high attendance). A copy of the proposed workshop budget is attached to these Minutes.

### **Business Development Report: Melissa Risso**

SCV-CAMFT hospitality table for the 2015 CAMFT Conference. In light of the upcoming state conference in our region, and the tradition of the local chapter hosting a hospitality table, member and former board director Carol Marks visited the meeting to share her past experience organizing hospitality tables for numerous CAMFT state conferences. The board expressed their appreciation for all the information. As a bonus, Carol shared some chapter history, passing around a thin directory from the era when the local chapter was called Bay Area chapter and was comprised of the nine bay area counties. She also passed around a conference brochure from 1982, when the theme was "Altered States" and one of the presenters was Ray Bradbury. Regarding hosting a table, Melissa expressed concern with the disappointing results of her efforts to get volunteers to commit to helping at the conference. She has contacted many people, but only two have agreed to help, and only for short time periods. Debra said she will be at the table all day on Saturday.

Potential Sponsorship Committee. This topic was deferred to the next meeting.

### **Ethics Report: Nancy Andersen**

Book Signing Event. Nancy presented a proposed budget to host a book signing event for Teri Quatman's new book. Merrett raised concerns about spending money on this event with no revenue. Nancy stated after reviewing the costs she withdrew the the proposal and the board agreed. Nancy Orr suggested that as an alternative, SCV-CAMFT host a table at the SCU event. Michal suggested that since the book signing was originally conceived in part as a membership recruitment targeted at SCU students, Jenna could be invited to be involved if there is such a table. Nancy will approach SCU to

propose the table, will contact Jenna to update her, and will explain the board's decision to Teri.

**Past President Report: Kate Viret**

Refund Policy and Grievance Policy. Discussion of these policies was deferred to the next meeting

**Membership: Debra Rojas for Jenna Sholl**

Membership Tiers and Fees. Discussion and action on this was deferred to the next meeting, and will be placed as the first item on the agenda.

**Closed Session: Debra Rojas**

Debra reminded the board of prior discussions to hire our chapter coordinator as an employee and expand her job description to include working the registration table at all luncheons and workshops. She also requested that Kate Viret continue to supervise the chapter coordinator, and Kate agreed.

**Action:** Upon motion by Merrett and seconded by Kate, the board decided to expand the job description of the current chapter coordinator and convert the the position from an independent contractor to an employee effective June 1, 2015. An updated job description will be approved at the next meeting in May.

Meeting Adjourned: 11:22am

I do hereby attest that these Minutes are an accurate accounting of SCV-CAMFT's Board of Directors Meeting held on Friday, April 27, 2015.

---

Michal Ruth Sadoff, Secretary