

SCV-CAMFT BOARD MEETING
Minutes – August 24, 2007

Call to Order: 9:16 Meeting called to order by Russell

Attendees: Russell, Bonnie, Terry, Lara, Verna, Leslie, & Mary Kay.
Out: Michelle, Randi, Carol, Sean

Concerns/Announcements & Appreciations:

- Lara announced that she was going to the BBS to be part of the team that writes the questions for MFT testing.
- Russell discussed the accomplishments of this board during the last 2 years that he will be presenting in the last newsletter and in the Annual Meeting.

Approval of Minutes from July 27, 2007 Meeting:

- Bonnie made a motion to approve July 27th minutes as presented, motion 2nd by Mary Kay. Motion passed without dissent.

Officer reports:

President's report/Russell:

- Discussion was held regarding Janet Steele's request for reimbursement of \$514.14 for items she bought for a silent auction that was not held. It was determined that she had not discussed holding a silent auction at the BOD meeting and it was never approved by the board. She also did not contact Lara who was in charge of the annual meeting event and she has not given us the items purchased. She told Russell at the time that it was okay if the expenses weren't approved because she could use the items for other charities.
- Terry made a motion that the board send Janet a letter to let her know it would not be reimbursing the funds, Mary Kay 2nd the motion. The motion passed without dissent.
- Russell has appointed Alice Sklar as the Wellbeing Committee chair. There will be a notice regarding her appointment in the next newsletter and a biography of Alice.
- Russell will be given oversight of the Editorial Committee in his role of Past President. He will create a process for submissions and approval of articles for the newsletter.
- Russell reported that the Infolane letter has been written and it has been sent.
- There was discussion about whether it was important for Sean to attend Board meetings and to manage the luncheons. Sean does fill the function of SCV-CAMFT greeter and his presence has been a constant for the chapter members while BOD positions change. It was discussed that it will require more commitment from all of the board members to fill this role but he may feel these activities are not the best use of his time. Sean would have to train the BOD and there would need to be P&P's written for his functions.
- Russell asked that all of the P&P's that are in process be completed, including their approval and revision dates for the November Board Meeting.

President-elect's Report/Bonnie:

- Bonnie presented the slate for the incoming directors for the 2008-09 Board of Directors. The committee is still looking for a Director of Technology & Communication.
- There was discussion of sending thank-you gifts to the nominating committee for their time. Lara proposed that we give each member a \$25 gift card to Starbucks. Mary Kay 2nd the motion. The motion was approved without dissent.
- Bonnie said she would write a P&P to delineate the process for the nomination of new board members.
- There was discussion on obtaining a Laptop for the chapter to use as a parallel system for membership data, finance data, chapter documentation and website information.

SCV-CAMFT BOARD MEETING

Minutes – August 24, 2007

- The laptop needs to be running Windows 2000 to be compatible with Sean's system and have a CD driver and burner. Russell will check with Bea Armstrong about her offer of a donated laptop. It is critical that whatever system is donated or purchased be reliable.

Secretary's Report/Verna:

- No new business

Treasurer's Report/Terry:

- Preparation of the Budget for 2008 is in process. Terry passed out the 2008 Budget format and reviewed the categories. Special Events will be under the new Director of Special Events. Website Ads and Newsletter expenses and revenue will be under the Past President as the head of the Editorial Committee.
- Budget Data needs to be sent to Terry during September.
- The deadline for the approved budget is the October 26th Board Meeting. The approved budget must be presented at the Annual Meeting on October 27th.

Coordinator's Report/Sean: absent

- Sean is out of town from August 24 – September 6th.

Director Reports:

Technology & Communications/Randi: absent

Disaster Preparedness/Mary Kay:

- No new business

Pre-licensed and Newly Licensed/Leslie:

- No new business

Membership/Lara:

- Lara has sent out 120 mailings so far for the Membership Drive. The goal of the drive is to reach the 1300 state CAMFT members in our area that are not chapter members.

Ethics/Carol: absent

Programs and Evaluations/Michelle: absent

Business Development/position vacant

Old Business:

- Plan one-day chapter conference.

New Business:

Meeting Adjourned: 11:20

I do hereby attest that these minutes are an accurate accounting of SCV-CAMFT's Board Meeting on Friday, August 24th, 2007.

Verna L. Nelson, Secretary