

SCV-CAMFT BOARD MEETING MINUTES
August 22, 2014

Call to Order: 9:02 am by Kate Viret, President

Present: Kate Viret, Pamela Eaken, Debra D. Rojas, Merrett Sheridan, Michal Sadoff, Nancy Andersen, Elizabeth Basile, Jenna Benson, Kelly Kilcoyne, Jane Kingston, Mike Lysaght, Kim Panelo

Approval of Minutes:

- Action: Upon motion by Debra Rojas and seconded by Merrett Sheridan, the board unanimously approved the Minutes of July 25, 2014.

CFO Report: Merrett Sheridan

Merrett reported we are 7 months into the year and operating within \$800 of the total budget. She noted expenses increased this year due to the costs of re-branding. Additionally, income from membership dues is greater than last year.

President Report: Kate Viret

Chapter Agreement. Kate sent a letter to CAMFT with our chapter board's comments. The CAMFT board will discuss this topic at their September 19th meeting.

Legislative and political updates to members. The board discussed its role regarding legislation and political updates specifically when it is the chapter's role to inform members and when it is CAMFT's role. The new technical director will work with the webmaster to provide links on the website when appropriate information is available.

DSM-5 Workshop. Nancy Andersen and Mike Lysaght attended the DSM-5 Workshop and provided chapter information to those in attendance. They helped several new members join the chapter on-line at the event.

Pre-licensed and Newly Licensed Report: Kelly Kilcoyne

Mentor program update. Kelly reported he and Catherine Rodriguez are working on an updated mentor program which they hope to roll out in January, 2015. He will present the newly-structured program to the board once complete.

P&P 210: Chapter-Sponsored Group Protocol - proposed revision.

Kelly explained that one of the support group leaders asked permission to invite guests to speak to their support groups. There is a concern about the chapter endorsing or promoting one company over another offering similar services. The board determined it is not necessary to revise the policy on chapter-sponsored groups since they are not changing the purpose of the groups and they don't want to limit the creativity of the group leaders.

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Ethics Report: Jane Kingston

Member Survey. Jane reported to date 151 members responded to the survey, which is 21% of membership. She will report the survey results at the next meeting.

Membership Report: Jenna Benson

Annual Meeting. Jenna is excited that the Arrillaga venue has been secured and she is talking with a caterer. Members last year stated they enjoyed the networking so much that the committee decided to extend the time. The event will be from 4-8pm on November 7th. She is still talking with possible speakers and will provide an update at the next meeting.

Past President Report: Pam Eaken

Newsletter re-design update. Pam reported that Jones & Quinn will provide templates using the In Design program which may require the chapter to purchase a license. The board asked Pam to compare the cost of purchasing the software or would it be more efficient for Jones & Quinn to publish the newsletter on an on-going basis. Pam will meet with the tech director and webmaster to review newsletter specifics for publishing on the website.

President-Elect Report: Debra Rojas

Re-branding update. Debra reported she has the actual logo files and will forward to the tech director and webmaster. Jane asked if the chapter needs to trademark or register the new logo. Debra stated our webmaster Michael Jaret may know the answer and Mike will ask him. She stated the chapter wanted to purchase a banner for use at events and asked Mike Lysaght if he would take it over from here.

Contractor review. Kate reported it is desirable to review our contractors on an annual basis. Merrett provided an update on the bookkeeper's performance and no changes will be made. Debra provided an update on the Webmaster's performance and no changes will be made.

Kate informed the board that the chapter coordinator is moving out of the area (approximately 100 miles north) and provided an update on her performance this past year. The board discussed how this might impact her ability to meet the criteria of her job description, specifically attendance at meetings and mail pick-up at the post office. Kate will inform the chapter coordinator the board would like to review the situation in January 2015.

Meeting Adjourned: 11:00 am

I do hereby attest that these Minutes are an accurate accounting of SCV-CAMFT's Board of Directors Meeting held on Friday, August 22, 2014.

Michal Ruth Sadoff, Secretary