

SCV-CAMFT BOARD MEETING MINUTES
February 27, 2015

Call To Order: 9:09am by Debra Rojas, President

Present: Debra D. Rojas, Michal Ruth Sadoff, Merrett Sheridan, Nancy Andersen, Elizabeth Basile, Kelly Kilcoyne, Mike Lysaght, Melissa Risso

Absent: Kate Viret, Kim Panelo, Jenna Benson Sholl

Guests: Janine Reed, new newsletter editor, introduced by Debra
(at 10:45am) Tara Johnson, new bookkeeper, introduced by Merrett

Action: Upon motion by Merrett and seconded by Nancy, with Elizabeth, Mike and Kelly stating they were abstaining since they did not attend the Annual Meeting, the board approved the Minutes of the Annual Meeting held November 7, 2014.

Action: Upon motion made by Elizabeth and seconded by Melissa, the board approved the Minutes of January 23, 2015.

President Report: Debra D. Rojas

Debra gave an update of the CAMFT Chapter Leadership Conference (CLC) held the previous weekend in Southern California. The conference provided information about CAMFT legislative efforts, a newly proposed Chapter Agreement, and the Continuing Education Provider Approval (CEPA) program. There were also workshops on volunteer recruitment, effective leadership in nonprofit boards, marketing, and use of technology and social media. She shared ideas garnered from Dollar for Your Thoughts where attendees offered quick takes on what has worked for their chapters, and said she will type up the list and distribute.

Debra noted that CAMFT is offering a subsidy for chapters to get commercial liability insurance and provided Merrett with the information. Merrett will follow-up.

Debra reviewed the proposed Membership tiers and fees distributed by Jenna, and invited discussion. Action on this was deferred to the next meeting.

Debra announced the chapter needs to host a table and hospitality room for the CAMFT Conference in Burlingame in May. She will communicate this to Kim who was not in attendance.

Debra reported that the deadline to give our feedback to CAMFT about the newly proposed Chapter Agreement is April 30, 2015.

CFO Report: Merrett Sheridan

Merrett discussed the need for a refund policy and said she will prepare a draft for board review. She also gave a financial report. Merrett noted she will investigate placing our surplus into a mutual fund or similar instrument to earn more interest; a one-time committee with past CFOs may be convened to consider this.

Secretary Report: Michal Sadoff

Michal noted that the monthly agenda now has the SCV-CAMFT Mission and Goals included at the end for our reference. Michal gave an update on our application to CAMFT for Continuing Education Provider Approval. Michal wrote a draft application and circulated to Kate, Mike, Debra and Elizabeth who had expressed interest, and also reviewed it in person with Elizabeth. In the meantime, it was discovered and confirmed that our BBS approval expires not in 2015, but on July 31, 2016. This will give us more time to do the necessary policy and procedure work that is needed as part of this application process.

Luncheon Programs Report: Elizabeth Basile

Elizabeth recommended that we first put new memberships and dues in place, and check the actual revenue and expenses for this year, and then reconsider raising luncheon fees next year.

Elizabeth discussed new names for Innovative Programs. Discussion ensued regarding the reason for a name change, but no alternative name was selected. The board agreed to leave the umbrella name Innovative Programs in place for our internal reference, and to call each event by its specific name. It is important to have a regular schedule for these programs.

Technology and Communications Report: Mike Lysaght

Mike reported the Paypal integration on the website is now complete.

Prelicensed and Newly Licensed Report: Kelly Kilcoyne

The Mentor Program proposal was discussed. It was noted that the proposal is still a draft, with questions included in the text, and clarification was requested. The board also asked that the program be simplified for ease of understanding and administration. Kelly

requested that members send their comments to him, and he will ask Catherine Rodriguez to update and finalize the proposal.

Merrett introduced Tara Johnson who is the new bookkeeper for the chapter and Debra introduced Janine R. Reed, the chapter's new newsletter editor and chair of the editorial committee.

Meeting Adjourned: 11:05am

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

Michal Ruth Sadoff, Secretary