

SCV-CAMFT BOARD MEETING
Minutes – January 25, 2008

Call to Order: 9:10 am Meeting called to order by Bonnie Faber

Attendees: Bonnie Faber, Lara Windett, Russell Wilkie, Terry Sanders, Matt Larkin, Nanette Freedland, Carol Marks, Judy Hanf, Verna Nelson, and Claire Wright.
Out: Leslie Field.

Concerns/Announcements & Appreciations:

- Matt announced that he would not be at the February Board meeting. Lara volunteered to take minutes at the February board meeting. Matt will pass agenda to Lara by Feb. 14th.

Approval of Minutes from prior Meeting:

- Russell made a motion to approve the November 16, 2007 minutes as presented. Bonnie seconded the motion. The minutes were approved.

Officer reports:

President's report/Bonnie:

The following items pertaining to chapter administration, when Chapter Coordinator relocates to Russia later this year, were presented and voted on:

- A. The chapter post office box mail will be opened and processed. Lara volunteered and will coordinate with Nanette. Russell made a motion to approve that Lara and Nanette take care of item A. Bonnie seconded the motion. Item A. was approved.
- B. The newsletter needs a street address effective ASAP. Claire volunteered to use her office address: 1210 S. Bascom Ave. Suite 114 San Jose, CA 95128. Claire made a motion to approve item B. Verna seconded the motion. Item B. was approved.
- C. Judy volunteered to mail membership/renewal applications. Nanette made a motion to approve item C. Carol seconded the motion. Item C. was approved.
- D. (D1 on 1-25-08 BOD agenda) Claire volunteered to receive and either enter, or efax to Sean, the hardcopy applications. Claire made a motion to approve item D. Russell seconded the motion. Item D. was approved.
- E. Judy volunteered to fulfill membership directory requests and pick up the directories from the printer shop. Matt made a motion to approve item E. Claire seconded the motion. Item E. was approved.
- F. Leslie volunteered (at the BOD retreat 1-12-08) to fulfill (print and mail) mailing label orders. Claire made a motion to approve item F. Verna seconded the motion. Item F. was approved.
- G. (H on 1-25-08 BOD agenda) Terry volunteered to process chapter Accounts Receivable, Accountants Payable, Bank Deposits, and Bank Reconciliation. Terry made a motion to approve item G. Matt seconded the motion. Item G. was approved.
- H. (I on 1-25-08 BOD agenda) Lara volunteered to OK payment to Sean Armstrong and Terry will process PayPal payments to Sean for his services. . Bonnie made a motion to approve item H. Russell seconded the motion. Item H. was approved.

All of the above items are to be started ASAP to allow for period of overlap before Chapter Coordinator moves.

President-elect's Report/Lara:

- Lara proposed that the chapter purchase an efax number and service. She circulated detailed information regarding eFax and jConnect. She recommended jConnect for its better fees. Verna made a motion to approve the chapter to use jConnect efax services starting February 1, 2008. Bonnie seconded the motion. The motion was passed.

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- Lara will follow up with CAMFT, at the Leadership Conference, about obtaining email addresses of new CAMFT members for chapter recruiting purposes.

Past President's Report/Russell:

- Russell recommended that the BOD change event proposal form from written to electronic format and that the chapter use the SCV CAMFT Mid-Region Committee's event proposal (Verna's report 1-25-08) for DBT workshop as an example.
- The Well-Being Committee submitted a proposal for a retreat at the Vallambrosa Center. Bonnie read proposal. There was some concern about a potential \$1200 risk to the chapter. The committee asked that the board to approve the concept and budget for the retreat only at this time. Bonnie motioned that we approve the concept and budget for the retreat. Bonnie motioned further to require that the committee finalize all details about retreat before the February 22, 2008 BOD meeting and before the chapter will advertise to membership. Claire seconded the motion. The motion was passed.

Treasurer's Report/Terry:

- Claire motioned that Lara Windett, President-Elect and Matt Larkin, Secretary be added, and Verna Nelson, Programs & Evaluations be removed, as signatories on the chapter bank account. Terry seconded the motion. The motion passed.
- The bank requires a copy of the signed 1-25-08 BOD meeting minutes
- Terry passed an advertisement for the Dell Inspiron 1420 laptop computer. Sean will provide software (other than MS Office) that the chapter needs. Terry motioned that the chapter purchase the Dell Inspiron 1420 as detailed in advertisement before January 31st (for discounted price \$699) and that software needs be evaluated at 2-22-08 BOD meeting. Bonnie seconded the motion. The motion passed.

Secretary's Report/Matt:

- No new business.

Director Reports:

Business Development/Nanette:

- No new business.

Ethics/Carol:

- No new business.

Membership/Judy:

- No new business.

Pre-licensed and Newly Licensed/Leslie: [absent](#)

- Leslie will provide BOD with more details (date, time, place) about SCU speaker panel event. Verna, Lara, Nanette, and Judy may volunteer to speak.

Programs and Evaluations/Verna:

- 2008 luncheon schedule was circulated.
- SCV CAMFT Mid-Region Committee provided a detailed proposal for a DBT workshop featuring Dr. Thomas Marra on June 27, 2008. Participants will receive 6 CEUs, continental breakfast, buffet lunch, and Dr. Marra's book. Verna motioned that the workshop run from 10:00 am – 5:00 pm Verna further motioned the following fees:

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Before June 1, 2008 \$135/SCV CAMFT member, \$150/non members. After June 1, 2008 \$145/members, \$160/non-members.

- Bonnie motioned that the June 27, 2008 BOD meeting start at 8:00 am and end at 10:00 am so board members can attend workshop if desired. Claire seconded the motion. The motion passed.
- Verna agreed to look at P & P regarding getting luncheon attendance records to Chapter Coordinator as part of overall luncheon P & P needed.

Technology & Communications/Position vacant:

- No new business.

Special Events/Claire:

- A standard disclaimer for all SCV CAMFT sponsored events was proposed. Claire and Carol will work on disclaimer wording and BOD will support their judgment.
- Eye of the Storm event March 7 – 8. The BOD recommended that Claire tell event planners that if they get 60 people signed up then the event can be moved to a larger facility. Claire agreed to get the disclaimer wording that Karen Sumi had prepared to Carol and Nanette to revise for use on the event flyer.
- Claire motioned that the standard disclaimer be added to advertisement for Eye of the Storm event. Bonnie seconded the motion. The motion passed.

Old Business:

- Purchasing an LCD Projector for luncheons at a cost of \$700-1300 was deferred from November 16, 2007 BOD meeting (Verna's report).
- Decision was deferred on policy for deciding what events are co-sponsored and how the board should decide. Mary Kay made the suggestion that we only consider events with other professional associations. (Old Business 11-16-07 BOD).

New Business:

- No new business.

Meeting Adjourned: 11:05

I do hereby attest that these minutes are an accurate accounting of SCV-CAMFT's Board Meeting on Friday, January 25, 2008.

Matt Larkin, Secretary