

**SCV-CAMFT Minutes**  
**June 25, 2004**

**Call to order:** 9:10 a.m.

- In attendance: Mary L., Ben, Anne, Bonnie, Mary B., Beverly, Ani, Sean, Bernadette, Trilby, Susan
- Not present: Renee

**Appreciations:**

- Thanks to Sean for his work on coming up with new email address for the chapter.

**Announcements:**

- Bonnie will not attend next Board meeting. Susan will do the minutes.
- Susan's spam filter and has been rejecting legitimate emails sent to her. Please contact her if she doesn't respond to an email you sent her.

**Concerns:**

- None at this time.

**Approval of minutes from last meeting:**

- Minutes approved as submitted.

**President's Report/Mary L.:**

- Mary and Sean meet weekly for an hour to discuss business.

**President-elect's Report/Ben:**

- Nothing to report at this time.

**Treasurer's Report/Anne:**

- CAMFT does not endorse any particular carrier for liability insurance, but put Anne in touch with a carrier others have used. **Anne will talk with new carrier to possibly change insurance at renewal time if it will save money.**

**Chapter Coordinator's Report/Sean:**

- Completed previous action items related to his contract and providing Ani invoices.
- Chapter email has been changed to mail@scv-camft.org.
- **Sean will send Trilby a copy of the ad that appears in the Stanford directory.**

**Committee Reports:**

- Ethics/Beverly:
  - Discussed ideas that Bev has for her committee position, such as writing articles for newsletter, getting reprints of articles from state CAMFT, etc. Talked about ideas for developing the position. **Mary L. will call previous Ethics Director (Tam) to try to obtain materials that she has.**
- Business Development/Trilby:
  - Discussed goals for business development. Primary goal is to bring money in to SCV-CAMFT. Secondary goal is to bring in more members. Mary L. would like to focus on engaging the current members that SCV-CAMFT has.
  - Talked about surveying membership for their thoughts, ideas, and needs.
    - Would also like to get more information about demographics of membership.
    - Consider changing information we ask for on application form to SCV-CAMFT.
    - Discussed serving North Region therapists, possible benefits to having a San Mateo chapter. **Trilby will focus on developing a survey and will work with Mary B. and Bernadette to do this.**
- Volunteer Coordinator/Bernadette:

- Distributed sample volunteer contact form. Board members gave feedback: 1) consider using committee names instead of volunteer categories 2) provide options for short term/one-time volunteering 3) ask for e-mail address. **Bernadette will distribute form at future luncheons, possibly add to newsletter.**
- Membership/Mary:
  - There will be article on business card exchange in next newsletter.
  - Talked about honoring newly licensed at annual meeting. Susan will be in charge of this. Board members were asked to think about ideas for what will happen at the annual meeting (possibly a raffle or other giveaway) to draw in members. Consider giving something to members who bring a colleague with them.
  - Distributed membership report and draft form state CAMFT is proposing to allow members to join state and local CAMFT at the same time.
- Pre-licensed and newly licensed/Susan:
  - **Will distribute program for counting hours to people who respond to announcement Susan will put in newsletter. Will call CAMFT to find out about any necessary disclaimers.**
  - Looking for liaison to ITP for SCV-CAMFT. Job description: make SCV-CAMFT visible to the students at the university, work with university contact person. Job description is not well defined at this point, working to develop this.
  - Interested in doing some kind of panel discussion on different exam preparation options for members who are preparing for licensing exams.
  - **Discuss free membership for students to SCV-CAMFT at July Board meeting.**
- Program Planning and Evaluation/Ani:
  - **Ani and Bev will review billing statements from hotels that were sent by Sean.**
  - Discussed price increases for luncheon, which will take effect August 1, 2004.
- Technology/Renee (not present):

#### **New Business:**

- **Anne will talk with bank to see if we can determine a way to not be charged for each transaction.**
- Discussed options for membership directory: online only, online with option to print, print only. Board voted to make directory available in PDF format on web site and hard copy available on demand for a fee.

#### **Old Business:**

**Meeting Adjourned: 11:20 a.m.**