

SCV-CAMFT Minutes
March 22, 2002

Attendees: Maureen, Barb, Susan, Renée, Laynee, Cathy, Lori, Mary DS, Jondra, Silvie

Not in attendance: Tam, Mary L.

Agenda (decisions/action items in bold):

- ❑ Facilitator: Maureen Johnston
- ❑ Call to Order
- ❑ Appreciations
- ❑ Concerns
 - Mary DS: Our current policy of giving referrals by phone could put us in position to be sued. **Silvie will add the following to voicemail: "If you're looking for a therapist, please check our website (web address). If you don't have web access, please check your local yellow pages." Maureen/Tam will contact CAMFT for advice regarding what we can do and say.**
- ❑ Announcements
 - Cathy is looking for a part-time job.
 - Mary DS & Susan are driving down to the CAMFT conference.
 - Laynee's adoption went through & she's looking for part-time in-home help.
 - Renée starting a part-time job as clinical director of dual diagnosis at Inn Vision.
 - Barb & Cathy won't be able to attend next month, chance Susan won't as well.
- ❑ Approval of Minutes from Last Meeting
 - Mary L took minutes from last meeting but did not distribute them.
- ❑ President's Report/Maureen:
 - Distributed Board Retreat minutes and old org chart.
 - President's message in next newsletter will be about our last board retreat, summarizing our main goal of raising our membership.
- ❑ President-Elect's Report/Mary L: Not present
- ❑ Treasurer's Report/Mary DS:
 - Distributed financial summary report.
 - Will need to vote on whether to change accounting practices from fiscal to calendar year; **Silvie & Mary DS will meet with accountant this month.**
 - Update on how money's handled: Silvie keeps books & sends Mary DS monthly report; currently transferring books from Mac to PC and from old to new Quicken.
- ❑ Chapter Coordinator's Report/Silvie:
 - Examples of information to be included in future reports: Running total of membership and non-renewals; distribution of member names about to be dropped.
 - Mass email displayed all member addresses; **Silvie will investigate.**
- ❑ Committee Reports:
 - Ethics/Tam: Not present
 - Fund Development/Barb:
 - ❑ Findings regarding non-profit/business development: First, important to have a goal before deciding on event; second, have event only if a) lots of volunteers, b) the goal is to have fun, or c) the goal is to look for new leaders. If goal is to raise money, best to just ask for money and have stated dollar amount goal. **Business development plan:**
 - **Let Barb know of orgs we belong to so she can contact them for advertising, or ask org yourself but let Barb and Silvie know.**
 - **Barb will draft sample email to be used as a template.**
 - **Interested advertisers should be directed to Silvie.**
 - **Silvie and Barb will create a marketing package to send to advertisers (bring to next board meeting for approval) and maintain database of contacts to avoid duplication and to follow**

