

SCV-CAMFT Minutes

Mar. 28, 2003

- ❑ Call to order: 9:10 a.m.
 - In attendance: Maureen, Lori, Barb, Ani, Mary L, Cathy, Mary DS, Renée Laynee, Jondra, Sean
 - Not present: Tam
- ❑ Appreciations
- ❑ Concerns:
 - Coffee not here yet! :-)
- ❑ Announcements:
 - Cathy: State board wants update of our contact information.
 - Jondra: Daughter got accepted to USC film school!
- ❑ Approval of Minutes from Last Meeting: Approved
- ❑ President's Report/Maureen:
 - Contacted Silvie and we now have FAX number.
 - Drafted email text for directing members to Valley View, and sent to Sean to use when he replies to members in regards to emailing announcements.
 - Got feedback from State conference committee, they are totally jazzed about how much we're doing for the State conference. Well-being committee will have therapist wellness table alongside of our chapter table.
- ❑ President-Elect's Report/Mary L:
 - Got Barb's and Laynee's job descriptions via email, had trouble pulling up other attachments, so if you sent but she didn't receive, then resend.
 - Got call from Santa Cruz chapter with question regarding how we do referral service.
 - **Contact payroll company to discontinue service.**
- ❑ Treasurer's Report/Mary DS:
 - Emailed electronic version of Request For Payment form to Board.
 - Income/expense report distributed.
- ❑ Chapter Coordinator's Report/Sean:
 - Looked into adding a link to Board members and their email addresses in the navigation bar on the home page of the web site. He can add this himself as an image map, so depending on what we decide about a web designer, it's a possibility to utilize him as a resource.
 - Distributed membership numbers. **Resume bringing list of members slated to be dropped so Board can review prior to deletion.**
 - Found profit/loss statement for newsletter. **Will bring sample of old and new statements to next Board meeting.**
 - **Put page in newsletter for corrections to membership directory.**
 - Who did and did not receive directory? **Maureen will take poll at luncheon. Mary L will follow up with Chris and Post Office to investigate source of problem.**
- ❑ Committee Reports:
 - Technology & Communications/Renée:
 - Waiting for final proposal dollars from web design companies. Agreement that newsletter belongs in membership only area, although parts of it will be in public area as well (e.g., classifieds). **Will bring proposal to Board that covers online payments, web design company, and plan for getting newsletter online (issue with hard vs. soft copy).**
 - Ethics/Tam:
 - Has begun providing continuing education updates for newsletters.
 - Fund Development/Barb:
 - Contacted Cathy Hauer with information regarding chapter's non-profit status.

- Santa Cruz chapter is open to extending their chapter benefits to us. Continuing to contact other chapters as well.
- Membership/Cathy:
 - Drafted definition & benefits of Institutional Membership and received feedback. **Will take into account the following issues and bring a proposal to the Board.**
 - Whether or not to charge for internship directories: suggestion that institution gets directory with membership, pay for additional copies as others would.
 - Whether or not to charge extra for Luncheons and CEUs: same as current policy, no difference between member or non-member.
 - Other benefits such as precicensed support group: for individuals to get member benefits, need to join as individual members.
 - Consider sending chapter sponsor onsite if institution has multiple non-members wanting a support group or other event.
 - Mary DS recommended looking at Psychology Today therapist directory for its membership questions and categories of specialties.
- Precicensed & Newly Licensed/Lori:
 - **Will email to Board the letter to be sent out regarding internship directory.**
- Luncheons & Volunteer Coordination/Ani:
 - Ani will be working on luncheons & volunteers; Jondra will be working on workshops. **Need to determine titles.**
 - **Will deliver copy of Chapter Recognition Award write-up to Sean for next newsletter.**
 - Verified May luncheon date: May 23 (Friday before Memorial Day weekend). Preferable to have it on May 30; **Ani will check with restaurant and presenter to see if they can change to the 30th.**
 - New north region program chair: Catherine Morris.
 - Bev Kam has Wes scheduled for October. **Will send updated list of luncheon speakers to Board.**
 - Volunteer coordination: Send Ani ideas for activities for which we'll need volunteers for the rest of the year. **Sean will look for volunteer signup sheets from annual meeting.**
- Workshops & Events/Jondra:
 - Email ideas to Jondra for workshops for the rest of this year.
 - **Look into separate fee structure for members vs. non-members (events as well as luncheons).**
- Old Business:
 - On-line payments – **will be part of Renee's proposal**
 - Website revision– **will be part of Renee's proposal**
 - Office space – **OLD BUSINESS NEXT TIME, 10 minutes at beginning of meeting.**
 - Institutional Membership: definition, benefits, and whether or not to include in mailing to Internship Directory prospects – **will be part of Cathy's proposal**
 - Need to investigate less expensive options for publishing the membership directory – Don't want to cut off hard copy altogether; need to investigate other options and vendors for printing and shipping. **Mary DS will get cost breakdown to Cathy who will evaluate and bring back proposal.**
 - After May conference, reassess whether we should have 25 or 50 extra newsletters printed – **deferred to later Board meeting**
 - Will internship directory be reprinted or online only? **Lori will pull together a proposal for the Board.**
- New Business:
 - Volunteer coordinator – **Ani has agreed to fill this role.**
 - Needs assessment – **Ani will look for volunteers to put together a task force.**
- Meeting Adjourned: 11:27 a.m.