

## SCV-BOARD MEETING MINUTES – March 24, 2006, v. 1.2

### **Call to order by Russell – 9:05 am**

Attendees: Russell Wilkie, Sadie Ashraf, Gina Biegel, Mary Kay Bigelow (arrived late), Toby Bortheady, Bonnie Faber, Randi Fredricks, Carol Marks, Lara Windett, Sean Armstrong.

### **Appreciations:**

Gina - board members doing so much.

Russell and Sean - having Carol Marks stay on board.

### **Sharing:**

Bonnie announced Almaden Valley Counseling Service's e-waste collection fundraiser - April 28 & 29.

Lara announced a job opening on her team at the drug and alcohol dept. of Santa Clara County.

Randi has her first paid trainee job.

### **Concerns:**

Janet Steele was involved in a very serious car crash. Russell purchased and distributed a get well card for members to sign and send to Janet.

### **Vacations announced:**

Sean is taking vacation August 5-12.

Motion made by Toby to approve Feb. 24, 2006 v 1.1 minutes, CM second, no one opposed. Feb. 24, 2006 v 1.1 minutes approved.

### **Officer Reports:**

#### **President's & President elect's report/Russell:**

- President's discretionary budget –Toby proposed \$50 discretionary spending per board member per month, MKB 2<sup>nd</sup>, motion approved, no objections. This is to become part of the policy and procedure's manual.
- CAMFT president requesting announcement for the annual conference in our newsletter. Toby motion, SA 2<sup>nd</sup>, motion approved, no objections.
- Retreat – April 22, 10-5, at Bonnie's mother's house 20759 Reid Lane, Saratoga, CA 95070.

**Secretary's report/Verna:** Absent

#### **Treasurer's report/Toby:**

- Policy and procedure for writing checks – table for next month
- 5 year budget proposal. Toby will help each board member with his/her budget. Toby motion, SA 2<sup>nd</sup>, motion approved, no objections.
- Toby proposed Pay Pal account be managed by the treasurer not the technology director, motion Mary Kay, 2<sup>nd</sup> LW, approved, no objections.

- Toby is adding a break down by department at the end of every monthly budget vs. actuals report.
- Russell commented that our by-laws are so out of date (1993) that they contain no information regarding emails or conference calls and they do not conform to the state CAMFT by-laws regarding the president elect, president, and past president terms and roles. A discussion concerning the adoption of CAMFT by-laws revealed that we need to poll the SCV-CAMFT members by a paper ballot and need 2/3 of responses to approve. Gina motion to table to retreat, approved, no objections.
- Toby requested to have access to the Kinko's account. Toby motion to have Toby's name added to the account, MKB 2<sup>nd</sup>, approved, no objections.

**Coordinator Report/Sean:**

- There is a problem with people applying for membership on-line. 50 or 60 applications have been found in the wasteland on website. Randi made a motion for Sean to spend up to 2 hours to find information on these aborted applications, CM 2<sup>nd</sup>, approved, no objections.
- US Bank signature card to Randi
- Pay Pal taken care of
- Sean will order Leadership Conference manuals for board members who did not attend conference.

**Director Reports:**

**Business Development/Gina:**

- Gina will report at the retreat.

**Membership/Lara:**

- We can obtain from BBS a two CD set for \$235 with all of the names of the people who have applied for licensure. Lara will follow up with more information next month.
- How to handle delinquent memberships will be tabled until next month.
- Discussion regarding the membership levels and the incentives for additional financial support.
- Motion by Toby to approve part I of the membership incentive plan, SA 2<sup>nd</sup>, approved, no objections.
- Motion by Carol that those who pay dues prior to July 1, 2006 in extended categories will receive 4.5 CEUs to use at any SCV CAMFT event until their next renewal date, Randi 2<sup>nd</sup>, approved, no objections.
- Lara will write an article for the May/June newsletter explaining the changes to the membership categories.
- These membership changes will be reviewed six months after their implementation on July 1.

**Ethics/Carol:**

- Carol is in the process of planning an Ethics workshop for October hopefully at Etz Chayim in Palo Alto. Possible CAMFT presenters are Richard Leslie or Jim Walt.
- Carol will create a report by the end of April containing ideas for other workshops.

**Disaster Preparedness/Mary Kay:**

- Mary Kay will update as more information becomes available.

**Programs and Evaluations/Bonnie:**

- The February luncheon lost approximately \$400. Today's luncheon has 32 pre-registered attendees.
- Bonnie presented the updated 2006 program schedule.
- Sean distributed the Well Being committee's approved revised mission statement for board binders.

**Pre-Licensed and Newly Licensed/Sadie:**

- CAMFT states that 698 pre-licensed people live in Santa Clara Valley; of those 172 have joined SCV-CAMFT. The question is how we reach out to those 500 potential members.
- Sadie will collaborate with Bonnie to plan an event for pre-licensed members and potential pre-licensed members.
- Santa Clara Univ. event April 28<sup>th</sup>. Lara, Bonnie and Sadie to represent our chapter.
- People who join SCV-CAMFT at the SCU event will be able to audit one luncheon for free until the end of 2006, Randi motion, BF 2<sup>nd</sup>, approved, no opposition.
- Sadie in contact with JFK. Toby and Randi will deliver packets to JFK.
- Sadie would like a link to the MHWEE website, tabled until next meeting.
- Sadie is talking with Yvonne Blockie about re-energizing the newly licensed support group.
- What defines the newly licensed support group – tabled until next meeting.
- That we define newly licensed as 2 years post licensure, tabled until next meeting.
- Toby motioned to approve Sadie to update the SCV-CAMFT brochure subject to board approval next meeting, BF 2<sup>nd</sup>, approved, no opposition.

**Technology & Communication/Randi:**

- Randi is working on moving our website to a new host.
- Randi is not in favor of sharing our code with any other chapter at this time.

- Sean will notify requesting chapter that we will not share website information.

**Member at Large/Janet:** Absent:

**Old Business:** Not discussed

**New Business/Russell:**

- Russell asked us to join him in a moment of silence for Janet.
- Russell and Bonnie have discussed Bonnie taking the president elect position. Bonnie has not been able to find a replacement for Programs and Evaluations.
- Carol suggested that the change not take place until 2008 which will give Russell his full two year term and give Bonnie time to learn her new position.
- Business cards – tabled until next month.

Meeting adjourned 11:18 am

Respectfully submitted,

---

Gina Biegel, note taker

---

Mary Kay Bigelow, typist.