

SCV-CAMFT Minutes
May 21, 2004

Call to order: 9:15 a.m.

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

Appreciations:

- Thank you to Board members who filled in during Sean's vacation and Mary L.'s absence during April's Board meeting.
- Thank you to Sean for helping pull together quickly the May luncheon.

Announcements:

- None at this time.

Concerns:

- Official starting time for Board meetings is 9:00 a.m.
- Discussed how date change for May luncheon came about. Sean will double check luncheon dates on the calendar for months when holidays occur in order to help prevent future date changes for luncheons.

Approval of minutes from last meeting:

- Minutes approved as submitted.

President's Report/Mary L.:

- Reported on annual CAMFT conference in Southern California, which appeared to be a great success.

President-elect's Report/Ben:

- Will talk about items under new business.

Treasurer's Report/Anne:

- Renewed liability insurance. Insurance protects Board members individually for any unintentional wrongdoings, errors, or omissions in work that they do to carry out business of the Board. Board has one million dollars of coverage total for annual year. Board members expressed concerns that this may not be enough coverage. **Anne will check into other insurance policies.**
- Brought print out of budget for year-to-date and briefly reviewed it. **Board members should review it in the next month and come up with any questions.**

Chapter Coordinator's Report/Sean:

- Sean needs photos and bios from several Board members ASAP.
- Discussed Sean's response time to issues and questions.
- Distributed Chapter Coordinator's analysis of SCV-CAMFT's costs and revenues.

Committee Reports:

- Ethics/Beverly:
 - Nothing to report at this time.
- Business Development/Trilby (not present):
- Volunteer Coordinator/Bernadette (not present):
- Membership/Mary:
 - Wrote article for newsletter to introduce business card exchange.
 - Distributed statistics on membership for SCV-CAMFT. Will provide these statistics to Board on a periodic basis.

- Pre-licensed and newly licensed/Susan (not present):
- Program Planning and Evaluation/Ani:
 - Discussed Chair position for mid-region and continuation of mid-region committee.
 - Distributed calendar of upcoming luncheon presentations. Board members gave names and contact info for potential future speakers for luncheons.
 - Ani and committee are thinking about the holiday party event and what to do about future parties (e.g. date, inclusiveness).
 - Distributed information about costs for programs in different regions. **Ani will review more detailed billing from hotels to determine breakdown of costs. Sean will provide Ani with invoices going back to 2003.** Proposal approved to raise luncheon price to \$23 for members and \$25 for non-members, \$5 to audit. Price raise will take effect August 1, 2004. **Ani will write something for newsletter to announce price increase.**
- Technology/Renee:
 - **Will talk with company who is developing website to try to determine their time line for completion. Will give them a May 31st deadline for completion.**

Old Business:

- Carry over to June's Board meeting these items that were not discussed:
 - **Board members would like more clarification about overall goals of SCV-CAMFT and expressed the desire to have a retreat focused on developing goals.**
 - **Decide whether or not to charge for the service of placing advertisements on table at luncheons for therapists who do not attend the luncheon. Consider discontinuing the service.**

New Business:

- **Ben, Anne, and Sean will work on revising contract for Sean's work.** Checks will be written to Kethyr Solutions instead of Sean. Ben and Sean will meet to coordinate 1099, sending W-9 to SCV-CAMFT CPA, and revising contract.
- Discussed request from PFLAG to support them in formally opposing the Federal Marriage Amendment. Board declined request due to political nature.
- **Mary L. will forward info to Bernadette to get help with recruiting members to the Political Action Committee.**
- **Bernadette will contact Kristine Sanderbeck to explore coordinating some of our programs with UC Extension in Cupertino.**
- **Ben will contact Trilby to begin developing recommendations for SCV-CAMFT on how to manage business aspects of chapter.**
- Mary B. would like to find a way to list therapy groups in one section of the membership directory.

Meeting Adjourned: 11:15 a.m.