

Call to Order: 9:20 - Bonnie

Attendees: Bonnie, Randi, Verna, Carol, and Sean. Sadie came at 9:50.
Mary Kay and Michelle checked in by phone.

Check-in/Appreciations:

- Sean voiced his appreciation to all of the people who made phone calls to the delinquent members. Some people are still making calls and they report feeling good that these calls reflect the board's vision for increasing connection between members.
- Verna gave her appreciation to all of the people who attended the Santa Clara University meeting with pre-licensed students.

Approval of minutes from last Board meeting:

- The question came up regarding whether Robert's Rules require a quorum vote to approve prior meeting minutes. Sean looked up the rule and it states that if the minutes are passed out before the meeting and amended before the meeting they do not need to be read; they need to be approved unanimously as amended at the meeting but a quorum is not required.
- Bonnie moved that the minutes be approved, Carol 2nd the motion, and the minutes from the April 28, 2006 meeting were approved without dissent.

Officer reports:

President's report/Russell: absent

President-elect's Report/Bonnie:

- Bonnie has given the Programs' Department materials to Michelle and she expressed her support for Michelle in the new role.
- Bonnie has taken on the role of handling chapter referrals.
- Responsibility for "approving" Chapter Coordinator's invoices and the prioritization of work/projects, as needed stays in the President-elect's job description.
- Bonnie asked if those present knew of any other duties of the President-elect position besides being backup for the president and those listed above. Those present were not aware of any other President-elect duties.

Secretary report/Verna

- Verna inquired about liability insurance for board members. Sean reported that we do have liability insurance for the SCV chapter and another policy for BOD officers and directors.

Treasurer's report/Toby: absent

- Toby was ill so Sean gave a summary report.
- The budget for 2006 is now in Quicken which is making the reports easier.
- Each department budget now has a line item for Kethyr Solutions. Toby will project the expenses out for the year so the department heads can see the costs.
- There will be budget deficits some months because the bills and budget do not line up chronologically on a month-by-month basis.

Coordinator Report/Sean:

- He is behind in e-mails to be sent out to people whose on-line applications failed but will be sending them soon.

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- Sean can get the new signature cards from the bank for the new officers now that he has the signed minutes with the board authorization for them.
- Renee Brown's name still needs to be removed from the PayPal account.
- Sean is attempting to get a Kinko's card for Toby to be able to make copies of the financial reports. They are being uncooperative.

Director Reports:

Programs and Evaluations/Michelle: absent – Bonnie gave update

- The April South-Bay luncheon made a \$280 profit, bringing the total to \$1500 for the year for programs.
- The calendar for 2006 is complete but there are no programs for 2007 at this time.
- The Well Being Committee Retreat is scheduled for August 4th at Vallombrosa Center in Menlo Park. It will be a 6-hour retreat that includes lunch and several workshops.
- The committee is having a meeting on June 2nd at 11:30am at JFK that Michelle will attend for further updates.
- The BOD members felt it was important to encourage the Well-Being Committee to increase the cost to members to cover all of the retreat expenses, including any speakers that are being paid. It was concluded that it is good for the well-being of the chapter to make a profit.

Membership/Lara: absent – Bonnie update

- Lara will circulate a proposal to drop delinquent members after 60 days, which will include draft emails/letters notifying members of this policy.
- It was not known what the official CAMFT policy is on number of days before delinquent members are dropped.
- This new policy would mean that Sean would send 1 fewer postcard as a reminder. Currently a reminder packet is sent the month of the renewal date.

Ethics/Carol:

- David Jensen has agreed to be the speaker for the Law and Ethics Workshop. He says he gives material which is updated for the 2006 rules and that is deeper and more meaningful than that which is presented in many workshops.
- The workshop will be held Oct. 20th, 2006, in Michael's at Shoreline in Mtn. View.
- Carol handed out her rough draft of the flyer and got suggestions from the members on creating a more compelling sales pitch and on the buffet lunch which will be included.
- The board agreed with an increased price for the workshop, which includes a continental breakfast, lunch and CEU's. Verna will send comparables to Carol of other organizations that do these workshops.
- Please send suggestions for "spicing up" the flyer and increasing attendance to Carol.
- A suggestion was made for doing a follow-up workshop for the new BBS licensing requirement for a course on Aging and Elderly.
- Carol reminded the board members that the CAMFT ethics committee is rewriting the ethics requirements for CAMFT. They have asked that any members who know of other ethical issues that they believe should be addressed that they please send them in an e-mail to Mary Remeirsmas.

Technology & Communications/Randi:

- Randi talked about the cost to move and retool the chapter website. She was concerned whether this was considered enough of a priority to take money out of the account.

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- Sean has found a company, Cambria, that would charge only \$50 a month to maintain the chapter website, as opposed to the \$295 we now pay and they would allow us to control the site.
- Randi and Sean will arrange a meeting with them for a trial bid.
- Randi will send out a message to ask what the Board members want to see on the website before they go out to bid so the bid would be accurate and complete.
- Verna brought up her concern that the site be positioned to be a better marketing tool for SCV-CAMFT. Sean says he has expertise in this area but would have to offload some of his current duties to work on this type of project.

Business Development/Gina: absent – Bonnie update

- FYI: Frames for licenses – deferred for next meeting.
- Business cards for board members - Carol reported that the committee (Gina, Carol & Toby) didn't meet regarding the business cards.
- Discussion was held regarding the advisability of making the decision to use VistaPrint without knowing the cost of adding the chapter logo to the cards.
- It was agreed that cards with the chapter logo were preferable to cards without and that there would be a price advantage to ordering a large batch – 5000 cards for the chapter.
- Sean will get a price quote from our usual printer for making a large batch of cards with the logo. The names and titles of new BOD members can be added to these cards in lots of 100. This would have the advantage of encouraging a long-term relationship with the printer.
- Carol will get a price quote from her printer as well for comparison.
- It was decided to defer the decision on business cards until more is known about the cost of different options, even though we will miss the current low price with VistaPrint.

Pre-licensed and Newly Licensed/Sadie:

- The Santa Clara University meeting was a success with 7 new pre-licensed members registered. It was suggested that at the next event they include a sign-up list for possible members who would like to join but don't bring their check-books.
- Sadie will give feedback to Randi regarding a Pre-licensed Members page for the website.
- Bonnie, Michelle and Sadie will be meet to plan a Life After Being an Intern event. It was decided to defer the event to early December because the chapter meeting is usually held in November.
- A 'Starting a Private Practice event (addressing logistics, where to get referrals, what to put on a website or therapist listing, insurance boards, etc) will be held next year.
- Speed Networking event for interns with licensed MFT's. This is for next year.
- Sadie has been unable to find a leader for the Newly Licensed Support Group. She put a submission in the newsletter. Please send her any ideas you have.
- The Prelicensed group is doing well.
- The Internship directory currently being worked on. Sean informed us that normally the Prelicensed Director sends out a renewal form in March/April timeframe to the current agencies in the directory.
- It was suggested that this process should be started in the Fall to allow an updated directory before the search for Practicum sites begins in January.

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- Sadie has been in touch with Ann Littlewood at JFK and she plans to attend JFK's open house in August. Verna volunteered to go with her to this event. They will need a SCV-CAMFT flyer.
- Randi reminded us that JFK has 3 programs and she will find out the date of the other section events and forward that to Sadie.
- SCV-CAMFT brochure update – Sadie reports that it looks good except for some outdated workshops.
- Discussion: website, ex. www.mhwee.org – deferred to next time.

Disaster Preparedness/Mary Kay: absent

Member at Large/Janet: absent

Old Business:

- Increasing membership
- Email blasts to members - what types of messages will we distribute to the membership via e-mail, in what formats, and at what charge if any?
- Demarcation of chapter into 3 regions, by zip codes.
- Plan one-day chapter conference
- Fixed rates for CEUs comparable to other methods of obtaining CEUs from private providers.
- Addressing negative media attention.

New Business:

- Finalizing and approving the mission statement from the retreat.
- Randi proposed that we consider a lifetime membership as an additional category for the chapter.
- Official reciprocity agreements with other chapters to avoid arrangements.
- Determine date for the annual chapter meeting.

Meeting Adjourned: 11:10

I do hereby attest that these minutes are an accurate accounting of SCV-CAMFT's Board Meeting on Friday, May 19th, 2006.

Verna Nelson, Secretary