

SCV-CAMFT BOARD MEETING MINUTES

October 27, 2006

Call to Order: 9:05 - Russell

Attendees: Russell, Toby, Janet, Randi, Bonnie, Sadie, Michelle, Lara, Verna, & Sean.
Carol, Gina and Mary Kay were absent.

Check-in/Appreciations/Announcements:

- Russell appreciated everyone who gave him feedback regarding the President's Message.
- Carol's effort on the L&E workshop was appreciated by Toby because it was the best legal/ethical workshop that she has ever attended.
- Toby appreciated Sean's proofreading of the budget.
- Janet announced that she has applied for the BOD for statewide CAMFT. She is also going to speak as a trauma survivor at Stanford Hospital.
- Sean will be gone to Africa from December 11-31st.
- David Jensen has agreed to teach Part II & III of the Legal & Ethical workshop during 2007 for us.

Approval of minutes from last Board meeting:

- The minutes from the September 29th, 2006 meeting were approved without dissent.

Officer reports:

President's report/Russell:

- Russell discussed the President's Message for the Annual Meeting.
- The agenda was determined:
 - 3:00 – 4:00 – Set-up
 - 4:00 – 4:30 – Arrival of members, mingling
 - 4:30 – 5:00 – Icebreakers – Carol
 - 5:00 – 5:15 – President's Message – Russell
 - 5:15 – 5:30 – Certificates awarded – Michelle
 - 5:30 – 6:30 – Time for Connection
 - 6:30 – 7:00 – Break down
- Signs will be put up – Bonnie will bring tape.
- Coolers are needed – Russell, Randi and Verna will bring coolers with ice.
- Carol, Michelle, and Lara will bring food.
- Gina will bring decorations for the tables; there will be 1 for sign-in and 3 for food.
- Sean will be there from 4:00 – 6:00 because of his longstanding relationship with the chapter.
- Sean will send sign-in sheets and Board Member nametags to Lara.
- Gina will need to sell the Entertainment Books as Toby will not be able to stay.
- Verna will be the Runner for last minute items.
- People will be contacted at the local universities with counseling programs to announce the annual meeting to help recruit new members. Santa Clara, JFK – both programs, ITP and San Jose State.

President-elect's Report/Bonnie:

- Bonnie asked for clarification about our non-profit status. It was determined that we are a 501C6 organization.

Secretary's Report/Verna: no business

Treasurer's Report/Toby:

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- Budget for 2007 reviewed by members.
- There was concern about the cost of the website and the impact on the chapter budget. It was agreed that funds will need to be obtained from grants, workshops and Business Development programs.
- Some changes were made to the budget, a new website was added both as an expense and as income planned for, and some changes were made to the wording of different line items. The Member-at-Large budget was created, expense number 12.
- Bonnie made the proposal that we approve the 2007 budget with the approved changes. Janet 2nd the proposal. The budget was approved without dissent.

Coordinator's Report/Sean:

- The Legal and Ethical Workshop had 92 attendees, made approximately \$10,000 gross and about \$7,000 profit.
- There was discussion about why this workshop was so successful – BBS requirement, Michael's was a good location with good food, and a fair price were suggested. Toby believed it was also because this workshop was targeted to have more depth in its' content than many other L&E workshops.

Director Reports:

Programs and Evaluations/Michelle:

- Update on Mid-Region luncheon venue. The committee is in the process of replacing the Radisson with Michael's. The cost of meals will be only \$20 with service and tax included. The room can fit 75-85 people. They do not guarantee a microphone for speakers but mikes can be reserved.
- The recruitment e-mail blast that was sent for the Mid Region will be sent to help recruit more active North Region volunteers.
- Janet will make calls to help find volunteers in the North Region.
- Kristin is talking to Eric Taggert about researching different venues for the North Region luncheons.

Pre-licensed and Newly Licensed/Sadie

- Sadie showed the group the awards that she created to be handed out at the Annual Meeting.
- There will be recognition of the active volunteers/committees in the meeting – they will be asked to stand to be recognized. Only members who are leaving their positions will get awards.
- Yvonne Blockie will receive an award for leaving the position of Newly Licensed group leader.
- Karen Smith will get the Outstanding Volunteer of 2006 plaque. Karen Sumi may be asked to receive it for her if she cannot attend.
- Janet will create congratulation cards for the volunteers who are leaving that the board members will sign.

Technology & Communications/Randi:

- Randi has almost completed the template of the 1st page of the website. She is hopeful that it will be useful in promoting the website.
- Sean and Randi will discuss the template more and present to the board after the Annual Meeting.

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- Randi will check the two top vendor's references and present a proposal by the October meeting - Deferred

Membership/Lara:

- Lara would like to target CAMFT members in our area who have not joined our chapter for membership.
- Lara asked about the rider of our Liability Insurance for the Annual Meeting. Toby will contact the insurance company to FAX it to Lucie Stern and to the office.
- Should we offer an incentive to members to bring someone to a luncheon? (Free CEU's?) – Deferred

Member at Large/Janet:

- Janet will present a grant proposal at the Sobrano Foundation for \$15,000 to help with a new website. She needs the proposal by next Wednesday Nov. 1st.
- Randi will write a draft of the proposal and Russell will finish it.
- Janet asked for an advance to help her purchase cards, envelopes and stamps for congratulations cards for the chapter to send.
- Randi made a proposal to give Janet \$150 as an advance and Bonnie 2nd the proposal. Toby noted that this was an exception to our policy, that we don't normally make advances. Randi amended the proposal to make this exception but to reduce the advance to \$100. Bonnie 2nd the amended proposal. The proposal was approved without further dissent.
- Janet was asked to buy the materials this week and to give all of the receipts to Toby for accounting.
- Janet will defer making a proposal to the Charter Club until after she approaches the Sobrano Foundation.

Business Development/Gina: absent

- Marketing to mental health agencies and recruiting participants for CAMFT membership. – Deferred.

Disaster Preparedness/Mary Kay: absent

- Class for Disaster Preparedness – Deferred.

Ethics/Carol: absent

- Update on Legal and Ethical workshop – Sean.
- Discussion – Thoughts about board members receiving a discounted price for SCV-CAMFT events – Russell asked that we discuss on e-mail – Deferred.
- Discount for volunteers? Do we need incentives to get people to be Board Members? To bring people to events and to encourage them to join? – Deferred.

Old Business:

- Plan one-day chapter conference
- Fixed rates for CEU's comparable to other methods of obtaining CEU's.
- Re: listserv group:
 - Randi will contact East Bay CAMFT to see the volume of messages they have and the time it takes to monitor them.
 - Russell will send an e-mail to Mary Remeirsma to cover any legal/ethical issues that we may not have thought about regarding using listserv.

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- Action: Approve P&P 103 – Board Approval of Activities (with Appendix E) – postponed.
- Bylaws revision.
- P&P regarding email blasts (for members, non-members, other organizations)

New Business:

- Toby asked that a P&P be written to cover advances on expenditures.

Meeting Adjourned: 11:19

I do hereby attest that these minutes are an accurate accounting of SCV-CAMFT's Board Meeting on Friday, October 27th, 2006.

Verna Nelson, Secretary