

SCV-CAMFT BOARD MEETING

Minutes – October 26, 2007

Call to Order: 9:05 Meeting called to order by Russell

Attendees: Russell, Bonnie, Terry, Verna, Carol, Mary Kay, Michelle, Leslie, Randi and Sean
Out: Lara

Concerns/Announcements & Appreciations:

- Bonnie thanked Terry for the work she did on the 2008 budget and how she made it so easy for everyone else by taking so much of the responsibility herself.
- Lara sent word that she wanted to thank all of the people who worked on the Annual Meeting for their efforts and support.
- Bonnie thanks Leslie for making the certificates, they were very lovely.
- Carol appreciated and thanks all of the members of the BOD and Russell for the work the team did all through the last 2 years.

Approval of Minutes from prior Meeting:

- Carol made a motion to approve September 28, 2007 minutes as presented, motion 2nd by Bonnie. Motion was passed without dissent.

Officer reports:

President's report/Russell:

- Action: it was agreed that electronic advertising for the monthly activity e-mail, the newsletter or for an Expanded Web Listing needs to be sent by computer in the plain text format Sean needs to do the job efficiently. This will be announced in the next newsletter.
- It was decided that we would not charge a fee for advertisements that are sent by FAX or in the mail and those ads will not accepted by Sean.
- Update regarding the Annual Meeting: 35 people are needed to have a legitimate vote for new board members. Everyone who is helping with set-up should arrive at 8:30 at Lucie Stern. Russell will give the opening presentation at 10:30, Carol will preside over giving out the certificates, Trilby Steiger, head of the Nominating Committee will preside over the vote then at 11:30 Mary Remeirsma will give the address from CAMFT. Everyone who can stay should help with clean-up.
- Update on Infolane: Russell had not heard from David at Infolane so he called and expressed his disappointment. David e-mailed that they will get a list of items to be fixed and a timeline to Russell "soon". He also said we were running an older version of their software and they would upgrade SCV CAMFT to the level of Oakland and San Diego.
- Russell asked that all of the P&P's that are in process be completed for the November Board Meeting.

President-elect's Report/Bonnie:

- The new board members will be invited to attend the November board meeting.
- Action: Bonnie nominated Russell Wilkie as the 2007 Outstanding Chapter Leader for SCV-CAMFT, Mary Kay seconded the motion. The motion passed without dissent.
- Russell will attend the 2008 Leadership conference as the Outstanding Chapter Leader. The conference will be held at the Sheraton Hotel in Milpitas February 9th and all BOD members are encouraged to attend.

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Secretary's Report/Verna:

- Action: Bonnie made the motion that we co-sponsor a Chapter Holiday Event with Associated Counselors on Friday, December 14th from 4:00-7:30 at their venue. Terry 2nd the motion. The motion was passed without dissent.
- Associated stipulated in the proposal that each of the BOD members and all of the counselors from Associated Counselors bring a contribution of food or drinks for the party.
- Carol started a discussion regarding a Board only social event to celebrate our term together. It was decided that we would meet on December 8th from 1:00-4:00 at her house for snacks and drinks.

Treasurer's Report/Terry:

- Action: Terry presented the 2008 Annual Budget for board approval. Carol made the motion that we accept the budget as it stands and Leslie 2nd the motion. The BOD approved without dissent.
- It was decided that the Budget would be posted at the Annual Meeting as well as some of the completed Process & Procedures (P&Ps).
- Terry will complete the State of Information form and send the required payment. Terry will write the P&P on completing this form. It has to be filed with the state and says who will be served if a corporation is sued. In our case, it would be the President.

Coordinator's Report/Sean:

- This will be Sean's last time to attend the luncheon meeting.
- There was discussion regarding transitioning the luncheon events to the regional committees. Sean already sends the Region Chair a copy of the sign-in sheet and a spreadsheet showing who has registered, paid or not, and who wants CEU's by e-mail. The Chairs will scan or fax the completed sheet back to Sean.
- Sean will begin sending the form for the Luncheon Tags and food choices to the regional chairs to print out in a PDF format.
- Verna will keep the boxes of materials for the tables and will be responsible to bring them to the luncheons. Terry will get the checks for the venue and give them to Verna or Bonnie for the luncheon.
- The region committee and the chairs will sit at the tables for check-in and the region chairs can collect checks at the door and forward them to Sean. Verna and Michelle will work with the region chairs to make sure the committees are trained.
- Sean will send the final report for each luncheon to the Region Chair and to Verna.
- Sean will be unavailable much of November and from Nov. 15-19th he will be in Chicago.
- Sean will get the Bids for a new website to the board.
- Bonnie suggested that all P&Ps be included in the new Board Packets and also available through the website. Russell suggested that a P&P be written regarding Board Packets.

Director Reports:

Membership/Lara: [absent](#)

Ethics/Carol:

- Carol and Sean reported that we had 56 attendees at the Legal and Ethical III workshop, with a net profit of about \$4,500 minus Sean's work.
- Carol reported that the workshop went well although this was David Jensen's first time to present it. It was recommended that he open up the floor for a Q&A discussion in the

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future. Next year Carol wants to look at putting Part I & II into one 2-day workshop where people could attend 1 day or both.

- Carol reported on the workshop we are co-sponsoring on “Best Practices for work with Divorcing Families” with Santa Clara County Bar Association and Santa Clara APA. It will be held January 18th from 1:00-5:15. There will be no cost and no income from this event but there does seem to be interest in the community.

Programs and Evaluations/Michelle

- Michelle reported that the contract with Michael’s for the Mid-region has been signed. The contract with Los Gatos Lodge in the South Region has also been signed for 2008. There is no contract in the North Region. Van’s will be used again for November’s luncheon.
- Decision was deferred on what actions should be taken regarding making changes in the luncheons fee structures.
- There was discussion on a request from the “Foundation of Family Values” to co-sponsor their workshop on Gaming and Internet Compulsions/Addictions in December. It was decided that this was may not be an appropriate co-sponsorship and their request comes too late for any further review. The board decided to decline.

Technology & Communications/Randi:

- No new business

Disaster Preparedness/Mary Kay:

- Mary Kay reported that she has reserved March 7th and 8th for the Crisis Preparedness workshop. She is talking with Michael’s at Shoreline for the venue.

Pre-licensed and Newly Licensed/Leslie:

- No new business

Business Development/position vacant

Old Business:

- Terry suggested that Sean send out a friendly reminder to people who advertise in the newsletter to let them know when the next deadline occurs. Sean suggested that some members buy a space for several months in advance.
- Decision was deferred on policy for deciding what events are co-sponsored and how the board should decide. The suggestion was made by Mary Kay that we only consider events with other professional associations.

New Business:

Meeting Adjourned: 10:51

I do hereby attest that these minutes are an accurate accounting of SCV-CAMFT’s Board Meeting on Friday, October 26th, 2007.

Verna L. Nelson, Secretary