

## SCV-CAMFT BOARD MEETING MINUTES

September 29, 2006

### **Call to Order: 9:14 - Russell**

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

### **Check-in/Appreciations:**

- Members checked in, sharing their current workload, job and life stresses and celebrations.

### **Approval of minutes from last Board meeting:**

- The minutes from the August 25, 2006 meeting were approved without dissent.

### **Officer reports:**

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

- Action: The request from Linda Galdieri about cosponsoring "Take Back Your Time" Day, was discussed. Toby made the motion that we agree to cosponsor the event, Janet 2<sup>nd</sup> the motion and it was approved without dissent.
- Russell let us know Linda had suggested it would be a powerful statement of support if there were several SCV-CAMFT board members at the event. It will be held October 23<sup>rd</sup> from 6:00-8:30. The location was not known.

#### **President-elect's Report/Bonnie:**

- Michelle handed out a list of volunteers who have been active in the chapter this year. It was decided that they would all get recognized at the meeting and would receive a certificate of appreciation.
- Bonnie made a motion that we approve Karen Smith for the Outstanding Chapter Leader for 2006. Janet 2<sup>nd</sup> the motion and it was approved without dissent. Karen will receive a certificate or plaque and flowers from the chapter at the annual meeting.
- Randi made a motion that the Outstanding Chapter Leader nomination for the CAMFT leadership conference from the board would be Lara Windett. Toby 2<sup>nd</sup> the motion and it was approved without dissent.
- Bonnie agreed to create the write-up for the nomination – due December 31<sup>st</sup>.

**Secretary's Report/Verna:** no business

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

- Update: Preparing the 2007 budget. The final budget must be completed and approved by the October board meeting so it will be ready for the annual meeting on November 3<sup>rd</sup>.
- The Board reviewed the budget together.
- A member at large or volunteer coordinator category will be added for Janet in the budget.
- Gina will expand the Business Development budget to include more fundraising and promotional materials and events.
- Gina was asked to obtain a copy of the contract for the Entertainment Books to give to Toby.
- It was suggested that we may want to consider doing our own taxes rather than paying a CPA to do it. Toby will look into that.
- Sub-committees will meet during the month to go over their section with Toby and Russell as needed.

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### **Coordinator's Report/Sean:**

- Sean passed around copies of the pre-licensed and licensed brochures. 500 brochures were printed of each type, for pre-licensed and regular members. Sean suggested that anyone who needs them get them from him.
- The business cards are still in process of being developed.
- The Listserver is down and he is working on it.
- The therapist listing is now called "Therapist Search" and most of the changes have been made on the website to reflect the change.
- The Radisson contract will be ready today for pick-up and approval.

### **Director Reports:**

#### **Membership/Lara:**

- The SCV-CAMFT Annual Meeting will be held November 3<sup>rd</sup>, Friday afternoon, from 4:00-6:30 pm at the Lucie Stern Community Center. Sadie is the only BOD member that isn't attending. The hall is booked from 3:00 – 7:00 pm to allow for set-up and tear down.
- Volunteers for the annual meeting committees:
  1. Food committee – Carol, Randi, Bea and Lara (Janet & Randi may get donations)
  2. Set-up and break down committee – Bonnie, Verna, Mary Kay
  3. Table coverings, plates/utensils/cups – Verna, Sean will bring out items from storage.
  4. Table decorations – Gina will buy and decorate with a fall theme
  5. Event ice breakers – Lara & Russell
  6. Music & music clayer – Janet
- Proposed schedule of events for the meeting –
  - Ice breaker - Russell
  - Russell's 'state of the chapter' speech – Accomplishments, changes, etc.
  - Presentation of the Board
  - Presentation of awards
  - Mixer
- Lara will decide if she wants to use Sean for sign-in and helping with the event.
- Lara asked to have the Annual Meeting taken out of her area in the future so she can work on a membership drive.

#### **Business Development/Gina:**

- Entertainment Books are listed in newsletter and on website with links for other locations. Gina asked board members to sell to friends & family. The chapter gets 1 Credit for every 5 sold.
- Sales table volunteers
  - September - Gina
  - October – Lara
  - November – Verna
  - Law and Ethics conference – Lara
  - Annual Meeting – Toby

#### **Ethics/Carol: absent**

- Sean reported update on Legal and Ethical workshop – Currently 87 people are registered. Profit is approximately \$5000.
- Discussion – Thoughts about board members receiving a discounted price for SCV-CAMFT events – Russell asked that we discuss on e-mail. - deferred

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- 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

### **Programs and Evaluations/Michelle:**

- New Mid-Region committee members: Wendy Wegeforth – chair, Nasrin Farr – hotel contracts, Patti Dolan & Nancy Lettenberger.
- Michelle handed out updated list of committee members/volunteers who will get recognition.
- Francine Lapidés has asked if she can rent an LED. Sean shared that in the past we have allowed speakers to be reimbursed up to \$75 for expenses. It was decided that this practice would continue rather than buying any equipment.
- Discussion about the Radisson contract rates – some concern was voiced that it may be too high. Nasrin is looking into the possibility of another venue. The Radisson contract would need to be signed before the October meeting. Russell suggested that we need to make a decision to make an exception to normal board policy to handle this case.
- Janet made a motion that we make the decision for the new mid-region contract over e-mail as if we were in a meeting – someone will make a motion on e-mail, someone else will second it, members can mail in any opposition, and Russell will declare if the motion has been approved. Bonnie 2<sup>nd</sup> the motion, it was passed without dissent.

### **Technology & Communications/Randi:**

- Randi and Sean discussed the possibility of creating a template page of our existing website so Randi can promote our website while we are working on the proposal and decision to create a new website. Sean seemed to feel that was possible.
- They also want our website to have reciprocal links to other organizations as a means of advertising SCV-CAMFT.

### **Pre-licensed and Newly Licensed/Sadie**

- Newly licensed support group did happen on September 23<sup>rd</sup> in Menlo Park. There were 3 attendees. It will continue to meet once per month.
- Sadie does intend to have a “Life After Internship” event in February with Santa Clara University as co-sponsor.

### **Member at Large/Janet:**

- Update on Charter club meeting – deferred

### **Disaster Preparedness/Mary Kay: [absent](#)**

- The group expressed interest in Mary Kay’s offering a Disaster Preparedness class to the membership considering the good response we are getting for the Legal and Ethical training and the income this brings to the chapter.

### **Old Business:**

- Fixed rates for CEU’s comparable to other methods of obtaining CEU’s
- Addressing negative media attention.
- Consider a lifetime membership as an additional category for the chapter.
- Marketing to mental health agencies and recruiting participants for CAMFT membership. – deferred.
- Re: Listserve group:
  - Randi will contact East Bay CAMFT to see the volume of messages they have and the time it takes to monitor them.

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- Russell will send an e-mail to Mary Remeirsma to cover any legal/ethical issues that we may not have thought about regarding using listserve.
- Action: Approve P&P 103 – Board Approval of Activities (with Appendix E) – postponed.
- Reciprocity agreements for advertising events between chapters – Lara will send out her suggestions by e-mail again. Russell will work on creating a memo of understanding.

**New Business:**

- Membership Drive

**Meeting Adjourned: 11:14**

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**I do hereby attest that these minutes are an accurate accounting of SCV-CAMFT's Board Meeting on Friday, September 29, 2006.**

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Verna Nelson, Secretary