

EAST BAY CAMFT 2020

BOARD OF DIRECTORS MEETING

Zoom Meeting

Friday, August 14, 2020 9:30 – 11:30 am

Meeting Minutes

9:40 AM - Meeting called to order

Welcome and Check-in

- Board Members in Attendance via Zoom: Beth Hermosillo, Susan Kelsey Weissenborn, Aliss Wang, John Kravitz, Jennifer Brookman, Nalini Calamur, Tu Hoang,
- Guest: Sandy Van Bloem (from 9:50a to 10:25a)
- Regrets: Nanci Finley, Jessica Brown
- Notes: Jennifer Brookman

9:45 AM - Approve Consent Agenda

The Consent Agenda was moved, seconded, and approved as amended (corrected date on July Board Minutes), which included the July Board Meeting Minutes, Financial Statements, and Membership Report.

9:50 AM - Board/Committee Reports:

1. Admin (Sandy)

Sandy provided information about her tasks and goals in her administrative assistant role, including focusing on keeping membership and finances organized to allow the Board to focus on chapter goals. Sandy reported that our chapter is somewhat down in membership renewals, which may be related to COVID-19 issues. With regards to the Board's goal of upgrading the website, Sandy is able to provide support once the website is complete but cannot do website building. There are different templates available on our website provider Wild Apricot, and Sandy is able to provide a referral to a website designer for additional support. The cost of the website upgrade will be determined by the extent of the support needed. The Board will discuss further and contact Sandy with a decision.

2. President (Beth)

Beth reported that she will not be available for the next scheduled next Board meeting date of 9/11. It was suggested that the meeting be rescheduled the Board meeting to the following week 9/18 so Beth can attend. Beth will follow up on this via email. Beth also reported that there is an applicant for the Pre-Licensed Director - Student Representative position, who will be invited to the next Board meeting. Beth requested that Board members review the applicant's resume and contact her with any further questions.

3. Membership (Susan)

Susan reported that we currently have 592 members, including 18 people overdue on renewal, 11 lapsed memberships, and 7 new members. 24 people renewed this month. Beth suggested that the Board implement outreach over the phone to new members to connect and discuss their needs. It was discussed that we could divide this responsibility up between available Board members - e.g. each Board member calling one new member each month. This idea was supported by all in attendance to build community engagement and connect new members with resources. Beth will follow up with Sandy to ensure that these new members have been fully approved, and will assign individuals for Board members to contact.

4. Financial report/bank account info (Tu)

Tu presented the Financial report. There was \$990 income last month from the recent Loneliness and L&E presentations, and we saved some money from last year due to not having a luncheon. We are currently in the black, compared to this time last year when we were in the red. A significant pending expense is \$1k to CHP & Associates for Liability Insurance, which will likely show up on next month's report. This year, there is less overhead due to no rentals, food, etc. as a result of COVID.

5. Social Media (Jennifer)

Jennifer reported that there are some new followers and engagement across social media platforms. Jennifer continues to seek relevant information/articles to share when no EB-CAMFT events or business needs to be announced. Beth suggested reposting CAMFT and APA content.

6. Pre-Licensed Director (Nalini)

Nalini presented the meeting minutes from a recent discussion with Susan and John regarding the 3000 Hour Club and the needs of pre-licensed individuals. Suggestions from this meeting included making a needs assessment with a survey for pre-licensed individuals, expanding the mentorship program, promoting membership at job fairs, increasing outreach to schools, and adding a part of the website (the "Pre-Licensed Corner") for pre-licensed members. The specialized section of the website might include short minute videos on topics such as how to navigate supervision, how to set fees, how to recruit clients, etc. There was no attendance for the last 3000 Hour Club meeting, so it was discussed that the Board focus on completing a Needs Assessment to determine how to better serve the pre-licensed community. Jennifer can also support this by promoting on Social Media. It was also discussed which content in the "Pre-Licensed Corner" would be specifically for EB-CAMFT members vs. available to non-members to generate interest and possibly recruit pre-licensed members. Susan, John, and Nalini will be meeting again on Sunday 8/16 at 10am to further discuss pre-licensed recruitment and programming.

7. Member-at-Large (Jessica)
Not present.
8. Member-at-Large (John)
Nothing to add.
9. Program Director (Aliss)
According to Beth, the last Program Committee meeting had low attendance, so it was requested that Program Committee meeting members respond to Doodle polls promptly to ensure these meetings are well attended. During the next week, Aliss will review available trainings related to Racial Injustice and Solidarity to develop a clear list and proposals for upcoming workshops. The goal will be to have a program offering between now and the next L&E presentation at the end of September. Beth and John suggested that instead of or in addition to formal presentations, we could offer group discussions, Q&A conversations with experts, or conversations with people with relevant lived experiences (e.g. trans/BIPOC folks).

11:15 AM - Old Business:

1. Program Planning Committee (Aliss, Susan, Jessica, John) and other members
Aliss will send out a Doodle poll and agenda for the next Program Planning Committee meeting, and requested that people continue to submit ideas for workshops to the shared Google Doc. Specific delegation of tasks will occur via an Excel spreadsheet that Aliss will send out.
2. Recruitment for Board (Openings: President Elect, Hospitality Director, Pre-licensed Director-Student Rep, Membership)
The potential candidate for Pre-Licensed Director - Student Rep will be present at the September meeting for an interview. The position of President-Elect also needs to be filled with the term beginning in January. Beth indicated that this person has to be licensed, and will have the support of Past Presidents (Susan and Beth). Current eligible Board members are Tu and Jennifer, who will both take this position into consideration.

11:25 AM - New Business:

1. Website update - general cleanup, new pages, include advertising? Other ideas? Hiring website designer?
Jennifer reported that a small e-Tree member discussion requested that EB-CAMFT maintain a list of therapy groups in the area. Jennifer will follow up with Sandy to see if this can be added to the website - e.g. an area where members could submit their groups and be listed on the website.

11:25 AM - Poll - Not completed due to time constraints.

11:30 AM - Adjourn