

EAST BAY CAMFT 2021

BOARD OF DIRECTORS MEETING

Zoom Meeting

March 12, 2021 9:30a – 11:30am

Meeting Minutes

9:30a Meeting called to order

Welcome and Check-In

- Board Members in Attendance via Zoom: Beth Hermosillo, Jennifer Brookman, John Kravitz, Aliss Wang, Nanci Finley
- Partial Attendance: Khea Gumbs, Tanya Jacobs, Susan Kelsey Weissenborn
- Regrets: Nalini Calamur
- Notes: Jennifer Brookman

9:55a - Interview and vote on Member-at-large candidate

Khea referred a potential candidate for the Member-at-Large position, but the candidate was unable to attend this meeting. The potential candidate has been invited to the next meeting. Beth has also reached out to have a direct discussion with the candidate.

The Board went into a Closed Session between 10am - 10:10am. The session was reopened at 10:10am.

10:10a - Consent Agenda

The Consent Agenda was moved, seconded, and approved (M/S/A), which included the February Board Meeting Minutes, Financial Statement, and Membership Report.

10:15am - Board/Committee Reports and Action Items

1. President (Beth)
Beth has been unable to send out the President's Message, but plans to do this during the next week. She has reached out to web designers/consultants, and requested that the Board give feedback via E-mail about wants/needs for the website update.
2. Financial report/bank account info (Susan)
No Board members had questions about the Financial Report. Susan will verify whether a deposit was placed for the Preservation Park venue in 2019, and get it returned if applicable.
3. Membership report (Nanci)
In the last 30 days, we have gained 20 new members with a total of 612 total members. EB-CAMFT remains the largest chapter of CAMFT. Nanci will reach out to Sandy and/or

Michelle to receive the list of recent new members of CAMFT so that she can contact them and invite them to join the chapter.

4. Social Media/Secretary Report (Jennifer)

Jennifer reported that audience engagement on social media is stable. Jennifer has made two posts in the last month, including promoting the Suicide Prevention training and announcing open Board positions. Jennifer provided a follow-up from her conversation with Sandy about migrating documents to a GSuite. EB-CAMFT has a current GSuite account for admin@ebcamft.org, and additional accounts can be made for the President and Program Director at a cost of \$6/mo per additional account. This will allow future Board members in these positions to use the same account, and reduce use of Board members' personal and/or business E-mail accounts. Board documents can then be stored on the Google Drive of one of these accounts. The Board agreed with this plan, and Jennifer will follow up with Sandy and Beth to move forward. Jennifer also informed the Board that EB-CAMFT owns the ebcamft.org domain and the website can be moved to this domain during the re-design.

5. Pre-licensed Director- Associate (Nalini)

Not present.

6. Pre-licensed Director- Student (Tanya)

Tanya reported that recent potential pre-licensed members have gotten their questions answered about chapter membership by herself and other Board members. Tanya is continuing to reach out through her networks to assess and meet the needs of the pre-licensed community.

7. Pre-licensed/3000 Hour Club Committee

Khea was present at the last Pre-Licensed Committee meeting on February 28th and reported on what was addressed. In this meeting, Khea and Nalini developed several questions for the Pre-Licensed Member Questionnaire, and Nalini had planned to follow up and complete the questionnaire. Given Nalini's current other commitments, Khea will connect with Tanya to determine how to increase support for the Pre-Licensed Committee going forward, and make an action plan around this.

8. Program Report (Aliss)

The first webinar of the year (Suicide Prevention) was completed on March 6th and went smoothly. There were a total of 73 total registrants, including 20 guests and 20 non-EB-CAMFT members. Aliss presented the Post-Event Review with follow-up items and lessons learned for future events. Susan reported that this event made about \$5k. It is currently being considered to upgrade the Zoom account to include the Webinar feature to allow ease of communication and management of logins. It was determined that we will no longer do check-in/check-outs in the chat, as it became overwhelming to manage and follow.

9. 2021 Program Planning Committee (Aliss, Susan, Beth, John, Tanya)
Upcoming events include the CAMFT's State of the Profession (April 16th), CAMFT's Law and Ethics (April 9th), and Member Presentation: Zooming with Kids (March 27th).
During the next Program Planning Committee meeting, lessons learned from the recent training will be discussed and reviewed to streamline future webinars. It was also determined that the upcoming State of the Profession will be free. This will allow all members to receive this needed information, and to be in line with requests from several members to offer more free trainings.

10:45 Old Business

1. Board openings: Member-at-Large, Social Media and Marketing Director
The Board continues to actively seek qualified candidates for these positions. It will also continue to be promoted on social media.
2. Suicide Assessment Training Feedback
Discussed during Program Director Report.
3. CLC Takeaways
Congratulations Aliss for winning the Chapter Leadership Award! Takeaways included: increasing the pipeline to leadership, recognizing and encouraging volunteer membership, and increasing diversity in lineup of future presentations. This will be discussed further with the full Board to diversify our presentation lineup and develop safe spaces for BIPOC members to engage with the Board. Nanci requested we discuss Diversity, Equity, and Inclusion (DEI) in our next upcoming meeting.

11:10 New Business

1. Discuss changes to Survey website and Zoom Subscription (vote?)
Jennifer presented information about her research regarding Zoho Survey versus Survey Monkey for workshop evaluations. Zoho will be cheaper (\$168/yr, which includes a 30% non-profit discount) and will allow redirection to another website (to download the Continuing Education certificate) after an individual completes the evaluation. Jennifer will follow-up with Beth and Sandy to complete the Zoho Survey setup and will cancel the Survey Monkey membership.
2. Feedback and requests for website design
It was determined that the new website domain after the redesign will be www.ebcamft.org. Board members will send thoughts/requests for the website redesign to Beth via e-mail.
3. Review Action Items

11:30 Adjourn

Due to scheduled workshops, the next Board meeting was tentatively scheduled for 3/2/21. Beth will e-mail Board members to confirm.

Action Items:

ALL: Send feedback to Beth via e-mail regarding website redesign.

Beth: Write President's message, Approve GSuite, Work with Jennifer to set up Zoho Survey, Schedule next Board meeting, Add DEI to next Board meeting agenda

Jenn: Complete set-up of GSuite accounts and Zoho Survey, Cancel Survey Monkey, Contact Aliss once GSuite is set up to send Member Presentation Survey from this account, Begin document migration to GSuite

Aliss: Membership Survey launch, Send notification for upcoming trainings and assign Board member roles/responsibilities

Nanci: E-mail Michelle to receive new CAMFT member list, E-mail Beth regarding DEI and web design

Tanya: Continue outreach efforts to pre-licensed members

Khea: Work with Tanya to increase support for Pre-Licensed Committee

Susan: Confirm whether deposit was made for Preservation Park