

# **EAST BAY CAMFT 2021**

## **BOARD OF DIRECTORS MEETING**

*Zoom Meeting*

April 16, 2021 8a - 9:30a

### **Meeting Minutes**

#### **9:30a Meeting called to order**

Welcome and Check-In

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

#### **10:10a - Consent Agenda**

Nanci had several questions about how to interpret the Profit and Loss statement, which were answered by Susan. The Consent Agenda was moved, seconded, and approved (M/S/A), which included the March Board Meeting Minutes, Financial Statement, and Membership Report.

It was also noted that the meeting minutes from March were correct regarding offering the State of the Profession for no cost. However, *after* the last Board of Directors (BOD) meeting, it was decided by Programming Committee members that there would be a fee for this, but instead the Zooming with Kids Member Presentation would be offered at no cost.

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

1. President (Beth)  
Beth reported that the President's message has not yet been completed, but has been formulating her planned message based on the current state of the clinical community and the Board's goals for 2021. She will send this out prior to the next BOD meeting.
2. Financial report/bank account info (Susan)  
Susan reported that the Board is making more money since we are not doing in-person events, which are expensive due to the venue and food costs. The Board discussed continuing virtual training in the future for this reason and to keep the trainings convenient for members. The Board discussed options of how to use extra funds if this trend continues, which included creating a reserve, donating to the CAMFT Political Action Committee (PAC), securing in-demand higher-cost speakers, offering scholarships to CAMFT conference, etc. Aliss asked about the budgeted and actual website administration and maintenance costs. Susan indicated that \$2500 has been budgeted this year for a website update, but it has not been utilized yet as the Board is still seeking quotes from website designers.

3. Membership report (Nanci)

Nanci reported that EB-CAMFT has gained 24 new members in the last 30 days with a total of 626 members. There are currently 32 memberships up for renewal, 22 renewals overdue, and 8 memberships lapsed. Nanci indicated that her goal is to help mobilize/engage members to help lead and manage EB-CAMFT in the future. She will also begin reaching out to new members via the Wild Apricot directory. Nanci also announced that she will be rotating off the CAMFT State Board at the end of May. In addition, she made the following announcements about upcoming CAMFT events:

  - Friday, April 30th 8a-9a: CAMFT Annual Membership Meeting
  - May 7th-8th and 14th-15th (two consecutive Friday-Saturdays): CAMFT Virtual Annual Conference. Registration is available on CAMFT website.
  - May 22nd 10a-12:30p Post-CAMFT Leadership Conference (CLC) Event with Mariama Boney
4. Social Media/Secretary Report (Jennifer)

Jennifer reported no major updates for Social Media, but posts have been minimal due to her other BOD obligations. Jennifer reported that she began the chapter documentation merge to Google Drive. It was requested that all relevant chapter documents be shared with or sent to [president@ebcamft.org](mailto:president@ebcamft.org) to continue this documentation merging process.
5. Pre-licensed Director- Associate (Nalini)

Nothing to report.
6. Pre-licensed Director- Student (Tanya)

Nothing to report.
7. Pre-licensed/3000 Hour Club Committee (Nalini, Khea, Tanya)

Nalini will send questions to Khea and Tanya so that they can move forward with distributing the Pre-Licensed Member Questionnaire. Beth reported that there is a Virtual Pre-Licensed Composium tomorrow that the Pre-Licensed Committee was encouraged to attend. There is also a Road to Licensure event that we can access and offer to pre-licensed members via CAMFT.
8. Program Report (Aliss)

Aliss presented the Attendance and Registration reports for recent and upcoming webinars. There are 47 registrants for today's State of the Profession (10a-11:30a) training.
9. 2021 Program Planning Committee (Aliss, Susan, Beth, John, Tanya)

Aliss announced that she has posted the Call for Member Presentations, but we have only received 1 application from one of the Board members (John). Aliss will send an e-mail blast to all members requesting applications through [programs@ebcamft.org](mailto:programs@ebcamft.org), and will send information to Jennifer for social media promotion.

## 10:45 Old Business

1. Board openings  
Current open positions include Social Media/Marketing Director as well as Member-at-Large. It was discussed that the Board will focus on recruiting for Social Media and Marketing Director. John agreed to support Jennifer in fulfilling this role in the interim. Jennifer will reach out to coordinate.
2. Program Planning - Diversity theme ideas  
During their next meeting, the Programming Committee will be focusing on building out the programming for the rest of the year with regards to the Diversity & Resilience theme. The membership presentations will be focused on Resilience, whereas the main programming will be focused on Diversity.
3. Mentorship Program  
Beth announced that this will be starting up again with Tanya taking it over. No Board members are currently available to support her in this, but Tanya will continue to keep the Board updated about her needs.

## 11:10 New Business

1. [DEI Consultation with Mariama Boney](#)  
A complimentary Diversity, Equity, and Inclusion (DEI) Consultation with Mariama Boney is being offered through CAMFT and chapters are invited to schedule. Two people from the Executive Committee should attend. Jennifer agreed to join Beth, who will reach out to CAMFT to schedule.
2. Form Website Design Committee  
Beth provided information about her research on updating the website. Wild Apricot provided a list of people who are certified to work on their website. Beth has reached out to 3 different companies from California, with only 1 response. The quote was approximately ~\$2000. Beth proposed forming a committee to support her in making decisions about the design and implementation. Jennifer, Susan, and Aliss agreed to join. Beth will send a list of Wild Apricot certified companies and examples of their work to the Website Design Committee. Beth will also reach out to Sandy to get her input about her needs and concerns about the site. Nanci suggested pictures of Board and/or Chapter Members be added to the site during the update.
3. Review Action Items  
See Action Items below.

## 11:30 Adjourn

Next Board Meeting scheduled for 5/14/21.

### Action Items:

**Beth:** Send President's Message. Attend Programming Committee meeting. Obtain website

quote information and update Website Update Committee. Send signature to Aliss for CE certificates.

**Jennifer:** Promote open positions on Social Media. Create evaluation for upcoming training. Send BOD Meeting minutes. Connect with John regarding Social Media needs.

**Aliss:** Coordinate Programming Committee Meeting. Send out Member Presentation email blast, and social media information to Jennifer. Send State of Profession CE certificate with signature from Beth to Jennifer.

**Nanci:** Outreach to new members.

**Tanya:** Become familiar with the Mentoring Program. Outreach to pre-licensure support group.

**Khea:** Follow up with Pre-Licensed Questionnaire. Work with Tanya to complete and send out.

**Susan:** Participate in Programming committee to plan the year. Compile survey and evaluation data.

**John:** N/A.

**Nalini:** Send Questionnaire to Khea and Tanya to complete.