

EAST BAY CAMFT 2022

Board of Directors Meeting

September 9, 2022 9:30am - 11:30pm, Zoom Meeting

Meeting Minutes

9:30am: - Meeting called to order

Welcome

- Board Members in Attendance: John Kravitz, Beth Hermosillo, Khea Gumbs, Miya Moore-Felton, Jeanette (Jen) Shelby Tralee Johnson, Camara Rajabari, Aliss Wang,
- Regrets: Tanya Jacobs, Susan Kelsey.
- Partial Attendance: Mary Ann Dawkins-Padigela
- Minutes: Khea Gumbs

9:35am: - Appreciations, Acknowledgements, Apologies 2 min. Ea.

9:45am:- Motion to Approve Consent Agenda (prior month's minutes, P&L, Balance Sheet, Membership Report. Khea will need help for next month's minutes. Susan moved to approve the consent agenda Khea and Nanci 2nd, Motion Passes, no discussion needed.

9:50am-11:15am:- Board/Committee Reports, Action Items, Asks: (7 minutes ea.)

1. **President (John):** John facilitated discussion regarding board reports, members concerns, issues, and team building for board and chapter members. Discussed board meetings and social events. Board Meetings Zoom Link has not been working for John. Beth advises logging into the EBCAMFT website to download the meeting. Beth and John will stay on the zoom after this meeting to get assistance with Zoom. John would like our board to have more live events.
2. **DEI Report (Miya):** Did not get access to set up the folders. Missed opportunities due to not having social media access. She needs access to support marketing. Sandy has all passwords and may need to be notified to allow access to all passwords to support the board members being able to obtain all information needed to take part in certain roles. Beth gave Miya access to Facebook and Instagram. Several opportunities to post have been missed due to this small mishap. Camara asked if we can have a central place for passwords and other items that we need, may need to be placed in Google Drive.
3. **Past President (Beth):** Pride Festival Committee: was a hit. Board members acknowledged, thanked, and were excited to be part of the Pride Festival and spoke about how great that day went and thankful for all who were supporting this process. Great vibe, walked around, and met with other mental health providers. The QR-Code worked well to find my therapist. Beth suggested that we change the website label from Gay and Lesbian and Issues, to something else like LGBTQI, or Miya suggested Sexual, Identity and Gender, something a little more inclusive? Camara shared that many people came to the booth and one of the main questions was, "What does EBCAMFT stand for?" Spelling out the acronym would be an idea. Beth thanked Mary-Ann for helping us look like a unified group with the Tee Shirts. All board members that worked the booth were

thanked. Beth started a Conversation with **Nancy Ore (Is this how we spell her name)**who is the administrator for three other chapters, helping us with our website? She wanted to know exactly what we needed? Website or training recording? Beth is worried about the budget. Susan shared the budget. We are \$12,000,00 under financed, so we are living off our savings. Susan personally feels that since we got a late start, we should start this next year. We may not be in a financial position to add this person right now.

4. **Treasurer's Report (Susan):** New report was introduced. Budget report was also submitted. Susan will have a small training on how to read financial reports. Program planning meeting to discuss ways to get some income. Dues and programming bring in the most revenue. Miya asked if we could have a silent auction to recoup funds? Tralee suggested a date for when we can start discussions of this? We need to start thinking of where to host training/meetings? Be mindful of the chosen space. Supplies Inventory list needs to be formulated to track our items for the Board. Tralee asked if we charged for the Winterfest last year? Beth suggested we provide something to our members that have our new logo! Nanci stated that we could have a silent auction for the holiday party. Camara asked if it would be possible for other companies to sponsor our programs? Nanci mentioned that we have a Sponsor Handbook on the CAMFT website to look at?
5. **Membership Report (Nanci):** We have 683 Total Members. 612 active members: 6 members joined in the last seven days. overdue 16 members joined in the last 30 days, 21 members pending renewal. Overall a 9 member difference. No pattern has been noticed about how the members come in. Camara would like to have us give students that are pre licensed opportunities by going to the schools. Welcome letter is complete, any more comments? Nanci will send this out again. CAMFT Fall Symposium September 9th, 10am-6pm Rohnert Park, Nanci will do a shout out for our chapter! Creating a committee is getting our members more involved. Beth suggested that we post a question, " how did you hear about us on the website?" Susan stated that 143 members are pre-licensed and this is not good. Would like this number to go up to 50%. Tralee asked if we can add something to help members get more involved?
6. **Social Media/Marketing Activities Report (Mary Ann):** Posted Suicide Prevention this morning. The Pride event pictures will be posted. Please forward pictures from the Pride event to her so that she can post? Mary-Ann posted her job description. The Pride Festival has helped us add members that identified with LGBTQI from the post the blast that was sent. Would like venues for upcoming events, and training so that she can post. Tralee would like a checklist on what to bring to support new board members? Camara liked the idea of the community seeing therapists outside of the original roles held. Therapy finder ideas, "Do you take insurance?" Miya mentioned the folders being made and what the purposes would be.
7. **Pre-licensed Director- Student (Tanya):** Not present. We will have a workshop coming up.
8. **Programs Report (Susan/Camara):** Susan will send a gift card to the speaker, Ronald Mah. He was great. Susan recorded the event but would like to switch to Webinar Style. Camara would like to do this moving forward. For consents, we could send out posts to ask for formal consents. Three events Upcoming programs: 9/16 (2-4) Road to Licensure 21 participants, 10/5 (12-1:30) CAMFT State of the Profession 24 participants, 11/5 (6 hours) Suicide Risk and Assessment. Khea would like to work for the Suicide Risk and Assessment training. EBCAMFT Code BOD2022 to assist at training. John asked can

we post the link when questions come up about the programs? Are we charging the same as last time?

9. **Venues Coordinator (Jen):** Winterfest for Holiday Party, Possibly Drake's TBD. Dec 4th or 11th, 2022. Contract and cost discussed. Final date for venue to be confirmed. 30 guests were reserved. Khea asked if we could post this on the site to get a number of possible attendees?
10. **Hospitality Director (Tralee):** Holiday Party Drakes
11. **Website Director (Beth):** Would like to get all of our photos up and on the website and will follow up with other chapters managers of websites. We do have access to a video that was set up with Daniel to better understand the website. Recording events to sell in the store to on the website.

11:00am:- Old Business:

Remaining Board Openings & Recruitment: (everyone)
President-Elect, Associate, Member-at Large
Create Program Director Guide (Aliss)
Starting Elections/Nominations for next year's board.

11:15am:- Secretary Summary of Action Items:

Action Items:

John: Contact Sandy for the meeting minutes and get Google drive up to date. Consents need to be sent out for recordings.

Susan: Will reach out to Sandy to get all the passwords to the board members that need this. Sandy will submit a new list to the president. Susan will have a small training on how to read financial reports and will send out a Doodle Poll for all attendees.

Miya: Raised the question about marketing for election, planning and transitions coming up? Miya still needs access to have the folders created or place information in these folders that will be posted on Google drive for future board meetings.

Nanci: Would like everyone to look at the Welcome Letter and give feedback. Nanci will also ask if we can have a table at the CAMFT Fall Symposium? Nanci will post the link. Will coordinate school affairs to try and add members.

Beth: Signed Miya up on the social media sites, to support posting items. Beth will get the logo to Camara to help with making badges.

Khea: Send Minutes within one week, try to make a commitment and do the minutes on time. Khea will start keeping a list of the action items for recap. Khea will submit minutes to Sandy for this year, missing a few minutes from Google Drive. Khea will be out the month of October and possibly November due to surgery. Can someone on the board please commit to doing the minutes in October?

Mary Ann: Posting pictures and Promotions are needed to be posted to our site.

Jen: Winterfest for Holiday Party, Possibly Drake's TBD. Dec 4th or 11th, 2022

Aliss: Background information on Presenters 2021 training Aliss posted. Programs@calandar, Post the link Susan would like Aliss to help with certificates and evaluations moving forward.

Need a President -Elect, Pre Licensed Representative: Associate, and a Member-at-large

11:30am:- Adjourn

Next Board of Directors Meeting: October 14, 2022 9:30am -11:30pm Zoom Meeting

Respectfully Submitted,

Khea Gumbs, East Bay CAMFT Secretary

Date

2022 Board Members are as follows:

John Kravitz, President

Susan Kelsey, Treasurer

Khea Gumbs, Secretary

Beth Hermosillo, Past President/Website Director

Nanci Finley, Membership Director

Aliss Wang, Member at Large

Tanya Jacobs, Pre Licensed Director-Student Representative

Miya Moore-Felton, Chair of Diversity, Inclusion, & Equity

Mary Ann Dawkins-Padigela, Marketing & Social Media Director

Jeanette (Jen) Shelby, Venues Coordinator

Traelee Johnson, Hospitality Director

Camara Rajabari, Program Director

Sandy Smith, Administrator & Bookkeeper