

# **EAST BAY CAMFT 2021**

## **BOARD OF DIRECTORS MEETING**

*Zoom Meeting*

September 10th, 2021 9:30a - 11:30a

### **Meeting Minutes**

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

Welcome and Check-In

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

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

The July Board Meeting Minutes were amended by Beth by prior today's meeting and have been added to this month's Consent Agenda (see August Board meeting minutes for details). The Consent Agenda was moved, seconded, and approved (M/S/A), which included the July & August Board Meeting Minutes, Financial Statement, and Membership Report.

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

1. President (Beth)  
Beth reported that she has been researching possible website developers, and with feedback from the Website Development Committee, she will move forward with getting a consultation with a potential developer (theARRC.com). Beth also reported that due to lack of time to prepare, EB-CAMFT will not be attending Oakland Pride.
2. President-Elect (John)  
Nothing to report.
3. Financial report/bank account info (Susan)  
Susan reported EB-CAMFT continues to be in good financial health. The chapter is up approximately \$7000 (~7k) from this time last year, with ~\$60k currently in the bank. The Board discussed the Board action item of allocating reserves. If reserves are established, it will require the Secretary, President, and Treasurer to sign to release the reserved funds. This will protect against misuse of funds and emergency situations in the future. The operating standard is reserving one year of operating expenses, and the Board discussed an appropriate amount. Susan will work on inviting a representative from a San Diego company vetted by CAMFT (Sandy has worked with them) to the next Board meeting to answer questions and discuss next steps. Susan tentatively suggested a \$30k reserve amount, and will send Board members the Orange County CAMFT reserve policy as a template for moving forward with this goal.

4. Membership report (Nanci)

Nanci presented the Membership report, and indicated that the chapter has a current total of 647 members, including 9 new in the last 30 days, continuing to make EB-CAMFT the largest CAMFT chapter. Nanci reported that she has not created the Welcome Letter template per last month's action items, due to focusing on planning the upcoming Networking Brunch event. Nanci also reported that she attended the most recent Hayward area networking luncheon, and there were a total of 6 people in attendance. Nanci invited a potential new member, who came with a friend, to this event. At the luncheon, Nanci announced the upcoming networking event on 9/26. There are currently 7 people registered for this event - 4 members, 1 guest, and 2 Board members. Two additional Board members said they would attend. Nanci will bring masks, hand sanitizer, and extra folding chairs. John provided information shared by Michele Champion about guidance for outdoor events - e.g. encouraging vaccination, mask-wearing, social distancing, etc. Susan and Nanci will meet at the venue at 9am to begin setup. To increase interest in the event, Jennifer suggested paying for attendees' meals, and this was supported by the Board. Tanya suggested a ticket system - e.g. a booth where attendees get a ticket for their meals which will go on the EB-CAMFT tab. Nanci will discuss this with Lake Chalet to see if it is possible and monitor RSVPs. It was M/S/A to provide a \$25 stipend at this Networking Brunch for members on the day of the event. Susan will create the tickets for attendees.

5. Social Media/Secretary Report (Jennifer)

Jennifer provided information about the social media posts made in the last month. This included posts about EB-CAMFT Board Recruitment, a Redwood Empire CAMFT Diversity Event, and the upcoming Networking Brunch Event. Notably, Annia Raysberg & Sheila Rubin often also post their events on the Facebook page.

6. Pre-licensed Director- Student (Tanya)

In pre-licensed communities, Tanya is hearing that they are looking for employment and running into barriers with regard to licensing requirements. Tanya has not yet been able to meet with Khea regarding the Membership Program due to other obligations, and cannot take on rebooting this program at the moment. This action item will be continued through to next year. Tanya and Khea will talk prior to the next meeting about this and the 3000 Hour Club, and Tanya will send the Membership Folder for Khea's review.

7. Pre-licensed/3000 Hour Club Committee

Discussed during Pre-Licensed Director's Report. See above.

8. Program Report (Aliss and Susan)

Aliss presented the Quarter 4 (Q4) Programming Plan. The Programming Committee met last month and Aliss also met with Khea, Susan, and Nanci regarding the upcoming Road to Licensure event. During last month's meeting, the Committee looked at training evaluations and discussed takeaways for future events. The Committee also decided

they will invite Dr. Jernigan-Noesi back during Q1 to present Part 2 of her Racial Trauma training, which will include a specific emphasis on clinical applications. Aliss reported that she was contacted by non-EB-CAMFT member Don Scully who wants to present in the Member Presentation series, so Aliss will reach out to him and invite him to join the chapter and inquire more about his interest in presenting. The next major training is scheduled for November 6th on Implicit Bias; the trainer is Julie Garcia, PhD and her training cost is \$1200. During the next Programming Committee meeting on September 24th 9am, the committee will discuss pricing for attendees of this event. The upcoming Road to Licensure event (October 2nd, 10a-12p) is on the EB-CAMFT website on the main page and 3000 Hour Club page. The committee decided that this event would be provided for free for pre-licensed students and licensed members. Aside from Don Scully listed above, there have been no new member applicants for Member Presentations. Aliss also created an Annual Programs and Events Calendar for the Bay and encouraged Board members to add events to this as they arise to support planning future events.

9. Website Design Committee (Beth, John, Jennifer)  
Discussed during the President's Report. See above.

#### **11:00am Old Business**

1. Board openings/recruitment: Social Media and Marketing Director, Hospitality, Pre-licensed Director- Associate  
The Board discussed the requirements for the Social Media Director role, including commitment time, tasks, and resources used (e.g. Canva). Aliss suggested creating a Non-Profit Canva account; Jennifer will follow up. The Board also suggested ways to begin involving members more in committees, including sending invitations to committee meetings. This will continue to be discussed in upcoming meetings.
2. In-person events - Discuss planning needs for 9/26 Networking Brunch, Holiday Party planning  
Tanya and Nanci are currently on the Holiday Party committee based on previous meeting notes. Jennifer agreed to help but will not lead this year, and Tanya is also not available to do so. Beth will follow up with Holiday Party committee members, with the goal of beginning planning in November.

**11:30 New Business:** Not completed due to time constraints. No pressing issues were identified in this area.

1. Member Participation
2. Google Drive - access and training
3. Review Action Items

## **11:30 Adjourn**

**Next Board of Directors Meeting:** 10/8/21 9:30am - 11:30am

**Programming Committee Meeting:** 9/24/21 9am

**Networking Brunch Event:** 9/26/21 10a-12p (Susan/Nanci to arrive at 9a for setup)

### **Action Items:**

**Beth:** Follow up with theARRC.com for consultation. Follow up with Holiday Party Planning Committee.

**Jennifer:** Send minutes. Repost Networking Brunch info on Social Media with updated info re: meal stipend. Create non-profit Canva account.

**Susan:** Invite representative from San Diego company to next BOD meeting to discuss establishing reserves. Send OC-CAMFT Reserve Policy Template to Board for review. Arrive at 9a 9/26 for Networking Brunch setup. Create tickets for Networking Brunch attendees

**Aliss:** Contact Don Scully re: Member Presentations.

**Nanci:** Repost Networking Brunch info on ListServ with updated info re: meal stipend. Host Networking Brunch. Continue work on the Welcome Letter template.

**Tanya:** Meet with Khea to discuss Mentorship/3000 Hour Club. Send Khea the Membership folder.

**Khea:** Meet with Tanya to discuss Mentorship/3000 Hour Club.

**John:** N/A