

EAST BAY CAMFT 2020

BOARD OF DIRECTORS MEETING

Zoom Meeting

Friday, December 18th, 2020 9:30 – 11:30 am

Meeting Minutes

9:30a Meeting called to order

Welcome and Check-In

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

10a Approve Consent Agenda

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

9:55a Board/Committee Reports:

1. President (Beth)

Beth reported that the priority for today's meeting would be to discuss the budget and goals for 2021, including Board Member roles. Beth also reminded Board members to sign up to attend the Holiday Party.

2. Membership (Susan)

Susan presented the Membership Report. Membership is down very slightly (approximately 6 to 8 members) from last month. According to Susan, slight variations in membership month-to-month is often related to incomplete renewals - i.e. people who have not yet submitted payment to renew their membership. Overall, the membership appears stable. Although changes in membership will continue to be monitored, it was discussed that this small decline could also be due to members' possible loss of income during the pandemic.

3. Financial report/bank account info (Tu)

- Tu presented the financial report. Tu reported that the chapter's finances have not changed much since last month, with still around \$50k in balance and assets. According to the Profit and Loss Report not much was made this year but also

not much was lost. The chapter's income this year was \$2425.24, with net income after expenses of \$853.61. Compared to last year, where there was a net loss of around \$8k, this is a significant improvement. Beth asked about the total income from L&E presentations, which was not available at this time; Susan will follow up. Tu reported that we will go into next year in healthy financial standing.

- Susan (Treasurer for 2021) presented the provisional budget for next year, which included expense & income predictions based on previous years. Some years are different due to Board members attending the Chapter Leadership Conference (i.e. hotel rooms, flights), but this does not apply to 2021 because the CLC is virtual. Susan suggested the idea of continuing to do trainings on Zoom after COVID-19 is over, as it is much more convenient and cost-efficient without venue costs, meals, etc. It was also discussed that we could consider having a small storage unit to hold items we have purchased (e.g. advertising items, records, materials, etc), but this will be discussed further in upcoming meetings. As suggested by Aliss, \$1500 was added to the 2021 budget for presenter honorariums, based on the programming plans for next year (\$100/hr for presenters, with 12-15 hours of presentations). Susan will also look into getting money back from venue deposits and charges that were initiated before the pandemic, which is around \$800. Susan also included \$2500 to update the website to next year's budget. Based on the precedent set by other CAMFT chapters, Susan suggested creating a goal of setting aside a reserve to sustain the chapter if we have \$0 income for 18mo - 1yr.

4. Social Media (Jennifer)

Jennifer reported no significant changes to the EB-CAMFT social media presence. There continues to be a steady influx of follows on LinkedIn and Facebook. Compared to last month, the post reach is up by 55% on Facebook. Jennifer will make a post about accessing the L&E #4 recorded version, which is no longer available after December 15th. Beth suggested letting networking chairs know that they can post on the Facebook page about local networking events; Jennifer will follow-up.

5. Pre-licensed Director- Associate (Nalini) - Not present.

6. Pre-Licensed Director - Student (Tanya)

Tanya reported that she has been doing outreach via social media and clinical programs that she is involved in. According to Tanya, some individuals expressed confusion about

the difference between the main CAMFT and the local chapters, so Tanya has been responding to these questions and providing clarification.

7. Member-at-large (Jessica) - Nothing to report

8. Member-at-Large (John)

John requested information about Board Recruitment, given open positions on 2021 BOD. This was addressed later in the meeting.

9. Program Director (Aliss)

Aliss reported that there was a miscommunication about the November 30th Program Committee meeting, causing it to be cancelled. The Board discussed planning the first major programming event of 2021 for March, given that January and February are occupied with Board events (January: Leadership Retreat; February: CAMFT Chapter Leadership Conference). All Board members expressed support of the programming theme for 2021: Resilience and Social Justice.

10. 2021 Program Planning Committee (Beth, Susan, Aliss)

Tanya and John expressed interest in being part of the Programming Committee going forward. During the next meeting later this month (December 29th at 9am), the committee will discuss options for the 1st keynote presenter and presentation date, as well as review the scheduled calendar of events.

11a Old Business

- Board of Directors Seats/Nominations/Election update - Susan

Susan reported that everyone who was running for their seats were elected to the positions. For the 2021 Board, Jennifer is Secretary, John is President-Elect (AKA Vice President), and Susan is Treasurer. Since we do not have a President, Susan suggested that the Executive Committee (Susan, John, Jennifer, and Beth) all share the responsibility (e.g. taking turns facilitating meetings and taking on President duties per quarter). This idea was supported by all present members.

- Annual Meeting/Holiday Party updates and agenda (Lead: Jennifer, Members: Jessica, Tanya, Beth, Tu)

Jennifer reported that there are currently 38 RSVPs for the Annual Meeting and Holiday Party scheduled for December 18th 6p - 7:30p. Jennifer will be mailing out the prepared "goodie boxes" to the members who have submitted their RSVP today. Early next week, Jennifer will send Zoom info to all EB-CAMFT members, including those who did not

RSVP. The next and final Party Planning Committee meeting will be held on Tuesday December 15th, 4p-5p. During this meeting, a run-through of the agenda and each person's responsibilities for the event will be reviewed. Jennifer will also post information about the event on social media platforms. Beth will send remaining unclaimed "goodie box" items to board members.

11:30a New Business

1. 2020 Accomplishments

Beth acknowledged accomplishments from 2020, including navigating programming and sustaining the chapter during the pandemic. During this time, 1 board member was lost, but 3 were gained (Jennifer, Nalini, and Tanya).

2. 2021 Agenda, Suggestions and ideas

Not discussed due to time constraints. Will be addressed at the Leadership Retreat in January.

3. Gratitude and parting thoughts

Board Members expressed particular gratitude for Beth, who stepped into the role of President unexpectedly and led the Board during the pandemic.

11:35 AM - Meeting Adjourned