

East Bay Chapter California Association of Marriage and Family Therapists

Board Minutes May 19, 2017 Berkeley

Meeting Called by: EBC 2017 Board of Directors

Type of Meeting: Board of Directors monthly meeting at We Work, Berkeley

Facilitator: Jürgen Braungardt

Secretary/Note Taker: Sean Peterson

Attendees: Jurgen Braungardt, Claire-Elizabeth DeSophia, Galina Litvin, Sean Peterson, Ben Jones, Don Matthews

Agenda:

1. Approval of Minutes from April Board meeting
2. Introduction of new Admin staff: Adee
3. Closed session – personnel issues
4. Review of financial reports
5. Voting on CAMFT Separation: text, procedures, time frame, etc.
6. Misc.

1) 5 min Approval of April Board minutes

Discussion:

- Attendees reviewed and approved April 2017 BOD Minutes

Action Items - Motion Passed / Person Responsible: All present

2) 15 min Introduction of new admin staff Adee

Discussion:

- Adee reviewed her background and noted the inherited errors that she has reviewed from previous admin staff including QuickBooks, accounting errors, and unspecified expenses.
- New position accurately defined as “director” of operations.

3) 75 min Closed Session – Personnel issue

4) 15 min Review of Financial Reports

Discussion:

- Reviewed current financial report done by new admin, Adee.
- Current financial reports state there is around \$80,000 in funds which is \$20,000 less than last reported – discrepancy not yet accounted for. Misclassified reports going back to 2015.
- Overall revenue for 2017 is reported approximately at \$37,000.

5) 60 min Voting on CAMFT Separation: text, procedures, time frame, etc.

Discussion:

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- Reviewed text intended to be attached to the electronic separation vote that will be sent out to the EBC members including pro/con text about separation and EBC BOD statements optionally sharing their views/stance.
- Discussed ways to make electronic voting more secure (export membership data onto survey monkey, make one time use link, etc.).
- Specified exact dates of when the electronic vote will be sent via eblast.

Action Items – Motion Passed/ Person Responsible: Claire-Elizabeth

To include the EBC BOD votes with the option of including statements for reason of vote. Text will include, “The EBC BOD voted....”

Yes: 4 – Jürgen, Claire-Elizabeth, Galina, Sean

No: 1 – Don

Abstain: 1 – Ben

Action Items – Motion Passed/ Person Responsible: Admin

Date of electronic voting will be from 5/24 – 6/7.

Yes: 4

No: 2

6) Misc

Discussion:

- Discussed next general members meeting
- **Action Items** – Motion Passed/ Person Responsible: Jürgen Ben, & Sean

Electronic general members meeting will be 6/3 from 2- 4.

Yes: 4

No: 1

Abstain: 1