

OREGON COUNSELING ASSOCIATION
Board Meeting Minutes
Saturday, July 22nd, 2017

Board Members Present:

X Raina Hassan — Past-President	X Brenda Hanson — Fall Conf.
X Evan Dumas — Services Coordinator	X Lisa Aasheim — OACES Pres
X Ryan Melton — Member	Susan Zall — Admin, NBCC
Doug Querin — Ethics	Shannon Aiciete — OCDA Pres
X Joel Lane — President	Vacant — PD&E
X Meghan Opbroek—Graduate Programs	X Alana Ogilvie — Membership
X Kara Eads — Treasurer (remote)	X Moira Ryan — Human Rights
Vacant — PP & A	X Sue Ujvary — Networking
Vacant — Secretary	X Gianna Russo-Mitma — President Elect
Vacant — Technology	X Moira Ryan — Editor
	Vacant -- Webmaster

Guests present:

- I. Call to Order (Raina)
- II. Approval of Agenda (Raina)
 - a. Sue motioned; Alana seconds
 - b. Approved
- III. Approval of Minutes (Raina)
 - a. Gianna added New Business:
 1. Possible PD&E events to Strategic Topics
 - b. Gianna motioned; Sue seconds
 - c. Approved
- IV. Words of Wisdom (Meghan)
 - a. Have self compassion if you made a mistake
- V. Updates/Strategic Topics
 - a. Swearing in of new officers (Raina)
 - b. Treasurer's Report (Kara)
 1. Bank balance is \$36,000
 2. Foundation has \$1,000
 3. OACES has \$2,000
 4. Bank balance on July 1st was \$39,000
 5. Past few months
 - a. Registration was paid
 - b. changed IRS names
 - c. Closed BlackRock investment account
 - d. Worked on Conf Budget and 2018 budget
 - e. Paid Board insurance
 - f. Adjusted 2016-2017 budget for improved increases

- g. Entered 2017-2018 budget into Quickbooks
- h. Actual Budget is in G-drive folder for this meeting
- c. Support Coordinator's update (Evan)
 - 1. Get Lisa Aasheim setup for OACES email
 - 2. Do Email shuffle for President shuffle
 - 3. Transitioning to Wild Apricot for newsletter
 - 4. Taking over Communications and Secretary help in interim
- d. Student scholarships for fall conference (Meghan)
 - 1. Would be valuable to have a scholarship or free ticket for select groups. Entrance into conference through essay writing activity.
 - 2. Cost is biggest barrier for student admission.
 - 3. Volunteering is desired too (Gianna)
 - 4. Winning post in the newsletter
 - 5. Move to vote (Sue motions: Gianna seconds)
 - a. Essay and Volunteer options
 - b. Meghan will email Conference team and start dialog
 - c. Put call out in August
- e. Vacant board positions (Raina)
 - 1. Hold off on special election, see if we can identify people to talk with one-on-one
 - 2. If someone identified by Fall have a special election
 - 3. Keep eyes and ears out for people that could take that role
 - a. Has bandwidth for the work
 - b. Good communicator
 - c. Dependability
 - 4. Gianna has someone interested in Communication position
 - 5. Moira Ryan for Human Rights chair (Gianna nominates, Sue seconds)
- VI. 5 Minute Break
- VII. Division/Committee Reports
 - Each report is given 5 min. or less, otherwise tabled for future discussion.*
 - a. OCDA President (Shannon Aniciete, presented by Evan Dumas)
 - 1. Full board with 4 new board members
 - 2. Leadership retreat complete and first meeting in Fall
 - 3. Professional Development Institute in early March
 - 4. Working on a calendar of events for the year - first event on Aug 10th (networking at Produce Row)
 - 5. Restarting quarterly member newsletter
 - b. OACES President (Joel Lane - now Lisa Aasheim)
 - 1. Joel bids his farewell
 - 2. Dr. Lisa Aasheim will assume OACES President role.
- VIII. Committee and Executive Council
 - a. PP & A (Vacant)
 - b. Membership (Alana)
 - 1. Board member feedback received

2. Updating email campaign to reduce member lapses
 3. Open to feedback on the process
 4. Forming a committee
 5. Evan: would like to see if emails go to spam folders
- c. Fall Conference (Brenda)
1. Post card sent out, positive feedback received
 2. Registration has begun, marketing has begun
 3. Prospectus will be sent out Monday
 - a. Anyone that wants to assist the sponsorship
 - b. Mental health support field
 - c. Wellness people
 4. Designer was finishing up Poster
 5. Register and reserve rooms at Embassy Suites
 - a. Held till Sept 30th
 6. Final contracts needed for both speakers
 7. Breakout speakers needed
 8. ALGBTIC sponsor/collaborator needed
 9. Are there bylaws around drink tickets?
 10. Anyone have contact to the new Cascade clinic?
 - a. Brave space?
 - b. Q-Center?
 - c. Transactive Youth?
 - d. Outside In?
 11. Need to confirm day-of volunteers, getting volunteer coordinator
 - a. Expecting ORCA board members pitch-in
- d. Graduate Program (Meghan)
1. Reaching out to remaining 6 programs we don't have reps for
 2. Article being written for future newsletter
 3. Scholarship essay prompts being developed
 4. A survey would like to be sent out to the students
 - a. Does GradProgram need to work with Communications (Evan)?
 5. Grad Program hasn't gotten emails from students, who are they reaching out to?
 - a. Loop in new-student members to Grad Programs
 6. "You're doing an amazing job" - Joel
- e. Technology (vacant)
- f. Communication (Gianna)
1. Business cards and Rack cards!
 2. Moira is now fulltime newsletter editor, comes out August 1st
 3. Role info updated on the drive
 4. Went to capitol and met staffers
 5. ILT was life changing
 6. We won the 5-star branch award, bragging rights
 7. More blog articles for the website wanted

8. More trainings and opportunities on website wanted
 - a. Make it non-partisan and have event people reach out to us
 - b. Make it like the job postings, with a disclosure
 - g. PD & E (vacant)
 - h. NBCC Program Admin (Susan - Absent)
 - i. Networking (Sue)
 1. August 6th, Sunday, networking event at the Park
 2. Bring whatever you want to eat, people to bring
 3. No site reserved, will be found day of
 4. Posters and things up
 5. Committee members will be recruited day of
 6. Autumn networking event in November
 7. Looking for committee members looking for west of Willamette
 - j. Ethics (Doug - Absent)
 - k. Human Rights: (Vacant)
 - l. Past President (Raina)
 1. We had a special election for President Elect
 2. Gearing up to support leadership transition, available as needed
 - m. President (Joel)
 1. Won an award in March!
 - a. Evan has award check to deposit
 2. ILT folks will give guidance for making ALGBTIC division
 - n. Previous Past President parting words (Ryan)
 1. We grew from 280 members to 400
 2. Has been impressed how we've grown together
 - o. Secretary (Vacant)
- IX. Old Business
- a. The Lewis & Clark thing, new policy for event space we need to purchase insurance (small fee)
 1. Not an urgent decision
 2. Waiting to hear back what the exact amount is
 3. We don't have a contract with them, can make one
- X. New Business
- a. (Gianna) PD&E would make us money, and we need it again
 1. In Feb 2018, "Death, Dying and Grief" event proposed
 2. ILT had recommended local universities, agencies for free rooms
 3. ILT says we can hire ACA speakers to speak for free, just pay travel
 4. Bigger advocacy work,
 - a. "you don't have to be specially trained"
 - b. "every little thing matters"
 5. Megan Meganson does events, considered for potential topics
 6. Center for Eating Disorders, also considered
 7. (Raina) State Humanities Council, had Death Cafes
 8. Goals of presidency, revitalize events!



- XI. Appreciation and Acknowledgements
 - a. All board efforts appreciated
- XII. Adjourn
 - a. Sue motioned; Alana seconds

Respectfully submitted by Evan Dumas, acting for ORCA Secretary