OREGON COUNSELING ASSOCIATION

Board Meeting Minutes

Saturday, September 16th, 2017

**Board Members Present:**

X Raina Hassan — Past-President

X Evan Dumas — Services Coordinator

 Ryan Melton — Member

 Doug Querin — Ethics

X Joel Lane — President

 Meghan Opbroek—Graduate Programs

X Kara Eads — Treasurer (remote)

 Vacant — PP & A

 Vacant — Secretary

 Vacant — Technology

X Brenda Hanson — Fall Conf.

 Lisa Aasheim — OACES Pres

X Susan Zall — Admin, NBCC

 Shannon Aiciete — OCDA Pres

 Vacant — PD&E

 Alana Ogilvie — Membership

X Moira Ryan — Human Rights

 Sue Ujvary — Networking

X Gianna Russo-Mitma — President Elect

X Moira Ryan — Editor

 Vacant -- Webmaster X Kris Fant -- Networking Committee

 X Wendy Curtis --- Public Policy Chair

**Guests present:**

X Ryan Loiselle -- ALGBTIC

1. Call to Order (Joel)
2. Approval of Agenda (Joel)
	1. Susan motioned; Raina seconds
	2. Approved
3. Approval of Minutes (Joel)
	1. Gianna motioned; Raina seconds
	2. Approved
4. Words of Wisdom (Brenda)
	1. A lovely quote from Steve Jobs
5. Updates/Strategic Topics
	1. Nominate new Public Policy Chair (Joel)
		* 1. Gianna nominates Wendy Curtis, Susan seconds
			2. Approved
	2. Treasurer’s Report (Kara)
		* 1. $44,830 in our main account
			2. Around $1,000 in our foundation account
			3. $2,731 in OACES
			4. Budget vs Actual report in the drive, has two months of new year entered (since July)
			5. We’re at 13% of our goal for membership for the year
			6. Entered 2017-2018 budget in QuickBooks
			7. Most time spent in emails, invoices, balancing books
			8. Taxes due November 15th (one online, one via accountant)
			9. To Do: Change our BankAccount so our Name and EIN # match
			10. Money-wise for Conference:
				1. We’re trying to get a push for sponsors and exhibitors

Goal $10,000

* + - * 1. Registrations goal $48,000

Everybody signs up at last minute, so we’re good for now

* + - 1. Admin position ends at June 30th 2018 unless we increase our revenue
	1. Support Coordinator’s update (Evan)
		+ 1. Webinar feasibility
				1. We’ll try a free trial of GoToMeeting and see how it goes
			2. TherapySites feasiiblity
				1. Open for future conversation, will compare last years agreement
1. 5 Minute Break
2. Division/Committee Reports

*Each report is given 5 min. or less, otherwise tabled for future discussion.*

* 1. OCDA President (Shannon Aniciete, presented by Evan Dumas)
		+ 1. Looking for article submissions
			2. They’re working on webinars
			3. They’re looking for speakers for their PDI
			4. Raina would like to see more presence at ORCA meetings
	2. OACES President (Lisa Aasheim - Vacant )
1. Committee and Executive Council
	1. PP & A (Wendy)
		* 1. COPACT - brief refresher
				1. Coalition of Oregon Professional Associations of Counseling and Therapy
				2. Fund a lobbyist
				3. Raise awareness of our profession in the legislature
				4. Currently not looking at any laws
				5. Anyone can sit in on a COPACT meeting (in Portland)
				6. Requests from COPACT

Get Andrea (COPACT president) onto ORCA listserv

Can OAMFT’s get member discount for our conference?

Joel will reach out to Andrea and OAMFT president

* 1. Membership (Alana - Vacant, Evan representing)
		+ 1. Changing membership email lingo
			2. Looking into emails reaching/not-reaching members
			3. Ideas
				1. Creation of fancy supervisor list (theoretical orientations)
				2. Member benefits - “Member’s Only” section
				3. Resources section
				4. Speak to ethics consulting on the site (Paul Cooney)

Decided - Do not offer anything on our site, would outstrip the resources we have to offer.

We can say “if you’re an ORCA member you can post your member on our listserv”

Reach out to Listserv for a quote of how it’s helped them.

* + - * 1. Put forms and OBLPCT info on our site

When to call them, vs Us.

* + - 1. Resources for clients
				1. Listed counseling groups, agencies, private practitioners
				2. Not to compete with PTC or PsychToday, but offer for members
			2. Next Step: Evan will draft sites of these projects, get approval
	1. Fall Conference (Brenda)
		+ 1. We have 64 attendees registered
			2. 3 confirmed exhibitors
				1. Reach out to community mental health organizations
				2. Track who you reach out to on the sheet
				3. Put the confirmed exhibitors on the 2nd tab
				4. Be personable with your language
				5. We had more last year at this time
			3. Talked about sending 2nd postcard October 5th
			4. Talk about conference coming up with our colleagues
			5. Booked Embassy Suites for next year, 2nd and 3rd of November
	2. Graduate Program (Meghan - Absent)
	3. Technology (Vacant)
	4. Communications (Vacant)
	5. PD & E (Gianna)
		+ 1. We have a PD&E event scheduled, Friday Feb 23rd 2018 on “Death Dying and Grief” at Mark Spencer Hotel, under-budget
			2. Multiple Speakers, 6 Ces
			3. Can fit 60 people
			4. Assisted by Tever Nickerson
			5. We can pay for our own catering
			6. Good AV/IT to stream a webinar
			7. Their projector package is $366, if we get a projector it’s cheaper to get the screen at $75
	6. Ethics (Doug - Absent)
	7. Human Rights (Moira)
		+ 1. Next issue of newsletter going to be “Intersectionality and Privilege”
				1. Got feedback that it’s a tough topic and don’t feel great working with ORCA
				2. Asking for more articles and submissions to speak on the topic
			2. Would like a more streamlined process for putting up Human Rights notices
				1. Go through executive council
			3. Are we selling ORCA t-shirts still?
				1. Kathleen still has them
	8. Networking: (Sue Ujvary - Absent, Kris representing)
		+ 1. Picnic had 20 attendees
			2. Next year not during 105° heat
			3. November conference, should we have an event or near?
			4. We get a lot of students on Friday night events
			5. Morning coffee event? Thursday evening event?
			6. Looking for committee members
			7. There was a Salem chapter, has disappeared
	9. President (Joel)
		+ 1. Acclimating and onboarding
			2. PSU is interested in exhibiting
			3. Create better relationships with counseling programs
	10. President Elect (Gianna Russo-Mitma)
		+ 1. PSU internship fair on Thursday november 16th
				1. 2nd year students trying to decide where to apply
	11. Past President (Raina)
		+ 1. Helping with presidential transition
	12. Secretary (Vacant)
1. Old Business
	1. No old business
2. New Business
	1. How are we feeling about using this space?
		1. No objections
3. Appreciation and Acknowledgements
	1. Joel - Appreciates Sue and Kris for the great picnic
	2. Joel - Thanks to Brenda for taking care of the conference
	3. Brenda - Thanks to my committee
	4. Joel - Thanks to Gianna for chairing so many committees
	5. Gianna - Thanks to Joel for his first meeting
4. Adjourn
	1. Gianna motions, Raina seconds

Respectfully submitted by Evan Dumas, acting as ORCA Secretary