



"A Branch of the American Counseling Association"

KANSAS COUNSELING ASSOCIATION
KCA Executive Board Meeting Minutes
October 31, 2007
Holiday Inn Express, Emporia, KS

WELCOME

President, Jim Flax, called the KCA Board Meeting to order at 6:05 p.m. on October 31, 2007. He discussed that the calling list will be sent out by Dana Woods to the executive board members. Each member will be given KCA members to call. Jim provided guidelines for what to discuss with members as they were called.

Roll call was taken with all of the executive board members present except the following: Marvalee Collins, Carolyn Wilson, Camille Straub, Beth Tedrow, Chris Ward, Angie Gerdes, Lyndel Adams, Kim Urenda, Sue Greenleaf, Cathryn Hay, Carla Hattan, Mick Tener, Theresa Clark, Kris Burkholder, Ryan Ruda.

Motion to accept the meeting agenda, adding KCA brochure, bank account information and legislative information to new business, was passed (*Rosanne Haberman/Elaine Ptacek*).

Motion to accept the minutes for the July 2007 meeting was passed (*Rosanne Haberman/Nadine Bailey*).

Motion to approve consent agenda with the exception of the treasurer's report was passed (*Carol Dellinger/Paul Kyle*).

Rosanne Haberman questioned a discrepancy in numbers shown in the treasurer's report. The discrepancy was that Bank of America does not include the CD balance. The credit card account was moved from the Scandia Bank to Bank of America (due to change in KCA Treasurer). Divisions and regions not shown on the report have their own accounts (not with KCA). Motion to accept the treasurer's report as presented was passed (*Carol Dellinger/Al Urich*).

STRATEGIC PLANNING REVIEW

Val Beikman led the board in reviewing the strategic plans for 2007-08. The board split up into 5 groups and discussed the different areas of the strategic plan for 15 minutes. The board then reconvened and reported on specific areas as listed: membership, insurance/benefits, publicity, region/division emphasis, and mentorship.

1. Membership
 - a. Need membership chair in each division/region
 - b. Need to show value of joining KCA
 - c. Encourage college students to join
 - d. Retention important – need to get members involved
 - e. Need to make it “established” to join to be a professional

2. Insurance
 - a. Current insurance available through ACA and AMHCA
 - b. Invite ACA or AMHCA insurance to have a booth at state convention
 - c. Many want malpractice/liability insurance
 - d. *Counselors should present at state convention about insurance information/options – “Counselor and the Law”*

3. Publicity
 - a. Website is a good way to communicate to all counselors
 - b. Ask college students to make posters about what KCA can do (show at convention)
 - c. Make a powerpoint of KCA benefits/information at convention
 - d. Utilizing the listserv
 - e. Visit college classrooms about benefits of KCA
 - f. Calling list
 - g. Provide KCA table at convention in which members can join and get set up on the listserv at that time

4. Region/Division Emphasis
 - a. Utilize the website
 - b. Need representative from each region/division for membership/mentorship
 - c. Create a welcome packet to new members explaining regions/divisions
 - d. Presentations at convention
 - e. Dana notifying region/division chairs of new members
 - f. Each division/region submit programs for convention

5. Mentorship
 - a. Use region to help set up mentor program
 - b. Work with Deb Woodard (Professional Development) and Christine Perez
 - c. Provide a support system
 - d. Put ad in convention program for KCA
 - e. Put flyer in convention packet
 - f. Rethink KCA’s marketing strategy
 - g. Promote the networking and sharing of ideas
 - h. All swap sessions at the same time during convention

OLD BUSINESS

1. Jim requested for all members to check their contact information and make appropriate corrections.
2. Carol Dellinger reported about the KCA listserv. Some members are having difficulty using it. Carol will discuss these difficulties with Jim Waite (website person).

NEW BUSINESS

1. Awards -- Deb Woodard discussed AWARDS for Carolyn Wilson. The Counselor of the Year application has been updated to be more specific. Only one application should be submitted for the state from each region and division.
 - a. Part time counselors – it was discussed as to whether part time counselors should be allowed to be an applicant for C.O.Y. ***This was tabled and will be put on the agenda for the March meeting.***
 - b. Hall of Fame – need to push for Hall of Fame applications
2. Professional Development – Deb Woodard
 - a. It is a support for KCA
 - b. At convention session for P.D. will need bigger space and more tables – Deb will note this on “call for programs”sheet
3. Fall Conference Registration
 - a. Jim encouraged the board to support KSDE and ESU for the fall conference through attendance and fees.
4. Midwest Regional Meeting
 - a. Jim Flax, Rosanne Haberman and Sandy Sloop attended this meeting
 - b. Region is made up of 13 states. Three states were not represented because of a state split due to region/divisions.
 - c. Sandy reported that it was good to hear how other states are doing things.
5. Webster University
 - a. Jim reported that Webster University is creating satellite counselor programs.
 - b. They are looking for adjunct professors.
6. Newsletter
 - a. Newsletter is now being printed on regular paper (not heavy stock) to reduce cost
 - b. It will be on 8 ½ X 11, stapled at upper left and folded in the middle
 - c. In the next newsletter will be an explanation as to the change in the way it is being sent.
 - d. It used to cost \$500; but last mailing cost \$261
 - e. Kudos to Lynda Scrivner for putting together the newsletter
 - f. Next due date for newsletter is December 15

7. Convention Update

- a. Paul Kyle reported there are 30 slots available for sessions
- b. There will be some workshops the day before the convention (licensing, ethics, Strength Quest Training, etc)
- c. 50th celebration will occur with the President's reception
- d. Speakers will be Harriet Lerner and Robert Sherfield
- e. Flyers and emails will be sent to advertise convention
- f. Division meetings will be scheduled at various times to accommodate all divisions being able to meet
- g. More time will be scheduled to visit vendors

8. Brochure

- a. Dana Woods would like to update the KCA brochure
- b. Jim stated that there was a graphic artist in his school district that might be able to put together the brochure
- c. Brochure will not have membership application on it
- d. Brochure will have Dana's name as the contact person
- e. Brochure could be paid for from the money saved on the newsletter

Motion made for Jim to secure a draft of the KCA brochure, send it out via email, along with estimated proposed cost, for executive council approval was passed (*Sandy Sloop/Paul Kyle*).

9. Change in bank information

Motion made that Dana Wood is authorized, in the name of and for the account of this corporation to enter into an agreement through Bank of America as agent for INTRUST card center to provide Visa and MasterCard Merchant Credit Services to our customers was passed (*Deb Woodard/Val Beikman*).

10. Legislation

- a. Elaine Ptacek provided a hand out that had Representative to call or email about BCBS reimbursement
- b. This must go through Joint Committee first
- c. Email Elaine at eptacek@networksplus.net if you have information that may help or if you need more information

11. Legislative Institute

- a. Rosanne Haberman won a free registration to this institute and it will give it to someone on the executive board.
- b. She requested that KCA pay for airline fee and hotel (\$600-800)
- c. Some money was not used from Midwest conference – so can reallocate money for this institute

Motion made that KCA pay for hotel and travel expenses for ACA Legislative Institute was passed (*Rosanne Haberman/Carol Dellinger*).

12. 2010 Convention Site

- a. Rosanne reported that most places in Kansas City area were not able to provide hotels with many breakout session rooms.
- b. Options
 - i. DoubleTree for \$115 – 4 breakout session rooms
 - ii. Holiday Inn for \$95 – 4 breakout session rooms
- c. Prospects
 - i. Reardon Center in KC could be used
 - ii. Marriot Courtyard in Junction City
 - iii. Go to Wichita in 2010 and then KC in 2011 (KC has several conventions occurring in 2010)
- d. Jim recommended KCA get specifics and make a decision in March

Motion made to adjourn the meeting at 9:15 pm was passed (*Nadine Bailey/FredBradley*).