

KANSAS COUNSELING ASSOCIATION

Executive Council Minutes

September 12, 2003

President, Nikki Currie, called the KCA Executive Council to order at 10:10 a.m. on September 12, 2003 at Lakewood Middle School in Salina, KS. Roll call was taken with all members present except: Barbara Bond, Paulette Brunskill, Randy Burwell, Bill Davis, Paul Kyle, Deborah Robbs, Ryan Ruda, Chelle Tedrow and Suzie Turner.

Knowledge Based Governance (KBG) was again utilized. The board book was e-mailed to each member of the executive council a week prior to the meeting. The meeting agenda was presented with the recommendation to add a few items to New Business and an agenda item was moved up in the schedule. A motion was made to accept the agenda with changes (Adams/Flax). Motion carried.

Nikki read "Choose to be Positive". The council then went into recess to participate in several team building activities. Afterwards, the members brainstormed the topic of "meeting norms" for future meeting dates. The top ones selected for future KCA executive council meetings were: organized consent agenda, manager of meeting/time awareness, import business/ decisions/action, ideas valued/openness/positive attitude/flexibility, team building/networking/ having fun/personal growth and physical facilities/food. Morning activities continued with a 30 minute session presented by Harold Hula on Leadership. Carol Dellinger followed with a 30 minute session on KBG for new executive members.

The council reconvened into the business meeting at 12:30 p.m. The consent agenda was presented, which included: Minutes of the April meeting, President's report, Executive Secretary report, and Region, Division, and Committee reports. A motion was made to accept the consent agenda (Dellinger/Wood). Motion carried.

REPORTS:

Financial: (Pat Walker) Pat presented the Summary Balance Sheet as of September 6, 2003. The current total balance equals \$27, 671.37. A motion was made to accept the report (Wood/Dellinger). Motion carried. Pat asked members to cash their checks within 30 days of receipt to expedite balancing the association's financial records.

Convention 2003 (Gary Price) Gary reported that the income earned from the 2003 KCA convention was \$13,577.00.

Leadership Handbook (Nikki Currie) Nikki reviewed the Leadership Handbook section by section. Updates were included to replace the previous year.

Newsletter: (Gary Price) Gary encouraged executive members to make contributions for the newsletter. He decided due to cost effectiveness, to retain the current printer in Salina. Due to e-mailing the last newsletter to 60 people, the association was able to save \$1.50 per person. The new membership form will indicate whether members wish to receive their newsletters by e-mail or regular mail.

A motion was made to recess for lunch (Brannock/Wood). Motion carried.

The business meeting resumed at 1:50 p.m.

OLD BUSINESS:

Website and Listserv: (Rosanne Haberman) A new student has been appointed to service our website. Rosanne reported that she will be getting in touch with him soon to collaborate on the website and listserv.

Bylaws Change: (Camille Straub) Camille submitted a proposal by her committee regarding student and emeritus definitions. Following discussion, a motion was made (Wood/Strohm) to amend the proposal. Motion carried for the amendment to be accepted. The bylaws motion made by the committee was to accept the bylaw change as amended. Motion carried. The amended bylaws change follows:

Article II-Membership and Dues (Section B): Types of Membership

Professional: no changes

Regular: "Regular members shall be persons whose interest and activities are consistent with those of the association, but who are not qualified for professional membership."

Emeritus: "Emeritus members shall be persons who have held professional or regular membership in the organization, and are retired from full time employment."

Student: "Student members shall be persons who are degree seeking students in counseling or a closely related field."

Section C: Dues

Professional members and regular members who do not meet the student definition for regular membership will pay full dues. One-half the rate of dues is available to student members and emeritus members.

Audit Committee: (Gary Price) Gary reported that the audit committee reviewed the financial records for the previous year and the expenses appeared appropriate. However there was a discrepancy between income and what was paid for three regions/divisions. There was also a discrepancy on rental for the state superintendent's conference. Gary will rectify the discrepancies and a final report will be presented at the next meeting.

NEW BUSINESS:

January Board Meeting: (Nikki Currie) Discussion evolved changing the winter board meeting date to November in conjunction with the Fall conference to save paying mileage expenses of executive council members. The consensus was to leave the date as is.

New Committee & Committee Charge: (Fred Bradley) Fred discussed the proposed committee name/charge change from Public Policy and Legislation to the Advocacy and Legislation committee. Nikki asked the committee to look at the responsibilities of the committee and to come back to the next meeting with recommendations to see if the committee charge is still appropriate.

2006 Convention Site: (Gary Price) Gary sent out two surveys to executive council members to poll interests for future convention sites. Most were in favor of Hutchinson. In further investigating that site as a possibility, he said there would be seven breakout rooms available which would accommodate our needs. He also polled the council in terms of dates. Most indicated to have it before spring break. Gary proposed March 1-3. Council members favored this idea.

Calling Tree: (Nikki Currie) Nikki recommended using a calling tree in the event special circumstances would require immediate attention. Each person would only have to make one call (to the person's name below them on the directory list—moving from left to right). Council members were in favor of this idea.

Board Meeting Survey: (Nikki Currie) Nikki received a concern from a council member regarding the ½ room rate for reimbursement to council meetings. In the board book for this month, she asked members to complete a survey of their preferences and to return to her for consideration.

Mentoring Program (Carol Dellinger) Carol shared her ideas regarding development of a mentoring program through KCA. Interested KCA members could serve as the mentors, but would not be limited to mentoring just KCA members as mentorees. Council members were in favor of the proposal.

800 Number (Tonia Hunter) Tonia reported that the 800 number billing through AT&T went from \$20.00 to \$40.00 in a one month period. Due to availability of e-mailing, cell phones, etc. the need for using the 800 number has decreased with an average of five calls received per month. Tonia offered to list her number as the KCA contact number on the website and on membership forms. A motion was made to discontinue the 800 number effective immediately (Hughey/Flax). Motion carried.

Student Account for Convention: (Gary Price). There was discussion about the income generated from the silent auction at the convention. A motion was made for "Monies received from the silent auction be set up in a separate account for student benefit" (Price/Hughey). Motion carried. Recommendations will be made by the graduate student committee for use of the money.

Remove Security from KCA Website: (Carol Dellinger) Carol polled the council members about whether to continue having a "members only" area or do we want the website to be more of a recruitment tool and open the site up to everybody? A motion was made to have the KCA entry website openly accessible with a secure section developed for our membership directory and other future content to be determined (Hula/Price). Motion carried. Other suggestions were for the website not to be case sensitive and that members be given the option whether they want their information posted on the web.

The new business concluded before the final break. When members returned, they participated in several scanning activities led by the following members: Strategic Planning (Nikki Currie), Membership (Lynda Scrivner), and Region/Division Support (Val Beikmann).

Final announcements were given and a motion to adjourn was made (Dellinger/Maack). Motion carried. The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Becky S. Brannock, KCA Secretary