



Illinois Art Therapy ASSOCIATION

Meeting Minutes

Date: Sunday, January 29th, 2012

Members in attendance: Amy Smethurst, Beatriz Alacron, Cate Barrington Ward, Danielle Locascio, Gina Portelli, Heather Leigh, Jennifer Korotko, Joanna Zakhem, Lariza Fenner, Laura Ebach, Laura Maruzzella, Lisa D'Innocenzo, Lisa Thompson Gibson (via Skype), Iu-Luen Jeng, Mary Andrus, Megan Campbell, Melissa Hedlund, Sara Miller, Shan Ju Lin, Tony Labrosse, Valerie Newman, Camille Baker, Julie Ludwick.

Members absent: Allison Barton, Amy Cavazos, Amy Hahn, Andrea Koch, Cassandra Colucy, Hannah Shinozaki, Leah Gipson, Lynne Cote, Mackenzie Saina, Maia Wheeler, Ryan Noble, Scheherazade Tillet, Teresa Dewey.

1:00 PM – Gather, eat, socialize until 1:21

1:22 PM- Tony LaBrosse motions to begin board meeting. Julie Ludwick seconds motion.

President-Mary Andrus

- Introductions and creation of sustainable goals for 2012
 - Everyone introduced themselves and their goals for 2012.
 - Lisa D'Innocenzo – Publications.
 - Goal: To have 4 timely newsletters in 2012.
 - Heather Leigh – President – Elect.
 - Goals: 1. Support Joanna for conference. 2. Improve website with committees especially content and usability. 3. Support Mary.
 - Gina Portelli – Director of Public Relations.
 - Goals: Develop an effective living room lecture series. Update the website. To be intentional with marketing.
 - Julie Ludwick – Secretary –
 - Goals: Get everyone on the board and committees to join the on-line IATA board. Work with board members and committees to develop documents as needed. Keep lists up to date.
 - Shan Ju Lin – Publications.
 - Goals: To have a smooth transition into position. To have more clear rules for IATA e-alerts with feedback from the board and committees with what would make the e-alert better.
 - Sara Miller – Membership
 - Goals: To support new professionals better. Maybe a link to “link up”?
 - Laura Maruzella – 1st year SAIC student representative
 - Goals: More student involvement with IATA from 1st year class at SAIC
 - Joanna Zakhem – Conference chair
 - Goals: To plan a successful conference.
 - Amy Hahn – Archives
 - Goals: Determine what should be archived.
 - Val Newman – Director.
 - Goals: Raise awareness for IATA, maybe a job fair.
 - Jenny Korocho – Ethics Co-Chair
 - Goals: Panels, follow what Jimmy started. Establish an in-service tool kit.
 - Amy Smethurst – Outreach Co-Chair
 - Goals: Increase awareness and job potential. Increase color and bi-lingual diversity in the IATA community. Increase community.
 - Beatriz Isabel Alarcon – Outreach SAIC student representative.
 - Goals: Agrees with Amy.
 - Iu-Luen Jeng – Ethics Co-Chair

- Goals: Collaborate and create a sustainable system.
 - Tony LaBrosse – Treasurer
 - Goals: Standardize processes for spending and collecting money. Clear up IRS status issue. Grow reserves we currently have.
 - Lisa Thompson Gibson – SIUE 1st year student representative
 - Goals: to overlay seamlessly with IATA. How to work effectively with IATA.
 - Laura Maruzella – Adler 1st year student representative
 - Goals: help with conference planning.
 - Megan Campbell – Adler 2nd year student representative.
 - Goals: Help the Governmental Affairs committee. Art therapy practice inquiry. Helping events between IATA and student programs not conflict.
 - Lariza Fenner – Governmental Affairs committee Chair
 - Goals: communicate with national. Job description with national. Be in line with national. Extend ourselves to other counseling organizations in IL and surrounding states.
 - Melissa Hedlund – Programs Co-Chair
 - Goals: 4 successful programs in 2012.
 - Danielle Loscacio – Adler 1st year student representative
 - Goals: increase awareness of IATA to Adler. Help out.
 - Cate Barrington Ward – Exhibitions
 - Goals: successful events.
- Trade off binders (include Robert Rules, updated IATA bylaws, via the web)
 - Mary passed out Roberts Rules and plans to send out an email containing the document as well. **We need binders made for GAC, Programs, Outreach, Ethics, Archives.**
 - **Megan will make a student rep binder and we will duplicate.**
 - President goals
 - To continue to bring quality programs and events to members building partnership at FSC
 - To broaden our scope and attendance of reaching art therapy related events and programs beyond art therapists to anyone who has a vested interest in our work
 - To continue to build existing relationships with graduate training schools to strengthen and connect art therapy in the mid-west
 - To offer leadership and support to the board
 - IATA BOARD use of Glass Cubes (AATA communication device)
 - www.glasscubes.com
 - Strategic goals for 2012- board e-vote and amend (table until next meeting)
 - FSC and IATA goals (programmatic and financial for the year)
 - Goal to raise \$1000 annually to go to FSC for partnership. This is being asked of every partner. Mary proposed we use \$1000 of reserve fund to pay FSC and then replenish the fund throughout the year through funds coming in via guest lecturers. Tony explained that he is currently finalizing the budget for 2012 and that the reserve fund is a pool of cash collected over the year. Tony prefers the board find a way to have a balanced budget while also including this payment to FSC. Pay FSC, move the budget to make balanced budget, do not take from reserve fund.
 - Need vote on use of reserve funds to give FSC annual stipend, work on raising \$ in special events over the course of the year- **vote**
 - **Mary – “I move we pay Fulton Street Collective \$1,000 towards sustaining the partnership with IATA.” Tony seconds motion. The motion is passed.**
 - Need vote: purchase of 5 tables and 50 chairs with cart for FSC to be stored in DJ booth and utilized throughout the year. Amy Hahn – current set-up is not economical or a good use of time. Possibly donated tables was discussed. Tony volunteers to research purchase (IKEA, Cosco), Joanna volunteers to research discount options, (craigslist, freecycle).- **vote**
 - **Mary – “I move we put a budget line of \$1,000 towards tables and chairs for IATA to be used and stored at Fulton Street Collective.” Heather seconds motion. The motion is passed.**
 - **Have tables by February 24th for Bruce Moon workshop**

- Programming for 2012- Overlap of programs or events is great
 - 2 special programs (Bruce Moon: Feb 24th, Judy Sutherland: ? TBA – Heather is negotiating dates currently)
 - Programs schedule- see attached
 - Movie nights Suggestions: Rivers and Tides film (Andy Goldsworthy)
 - We have plenty of art supplies food supplies, other materials,- needs organizing cabinet, keys, access- need volunteers to organize them. Discussion included how we need a light in the cabinet. **Heather Leigh, Megan Cavazos and Laura Maruzella volunteered.**

- PR and Programs (Melissa, Maia, Shan and Gina)
 - Promoting IATA events- how to best promote the events we do have.
 - Reaching out to neighboring Art Therapy Organizations- Michigan, Indiana, Iowa, Minnesota, Wisconsin etc.
 - Get their emails and blast them on e-alerts through the public forum?
 - Training for web and marketing offered by Lisa Ghisolf- Shan and Heather attend?
 - **Mary “I move that we use \$120 to cover expense of 2 people to attend 2 web seminars.” Amy seconds motions. Motion is passed.**
 - E-Alerts- for members only or to create a “subscribe” option for anyone- needs a vote
 - 2 separate mailing lists – promotional vs. member only separate mailing. Jobs opportunities kept under members only.
 - Need student/colleague input so we have more information on e-alerts such as IATA events, events for the benefit of the art therapy community or not-for-profit, free events and exhibitions, PAID advertisements.
 - Currently we charge \$15 for an ad. Should we up this price? Discussion and vote tabled until Mary, Heather, and Shan meet and talk further. (Add to agenda next board meeting).
 - How can social networking be utilized (facebook, linked in, twitter) in addition to the referral list? Making sure Board knows how to utilize this)
 - Shan asked “do we need a Media Chair position?”
 - Gina will combine facebook, twitter, social media for one person.

- WEBSITE
 - Gina will create a formal document for how to upload website content with passwords.

- Manual-Wordpress login and password have changed
 - user: admin
 - password: iata1109
 - Currently working on lots of updates
 - Added folders to the IATA Board page- link at bottom entitled
 - “board communication” : http://illinoisarttherapy.org/?page_id=2143 password is 20IATA12
 - Working to make folders accessible for board members to upload docs to the specific folders to have a space to share documents (tutorial coming soon)

- Complete preliminary calendar for the year and post on IATA and FSC website. – Goal March 1st.
- Set up schedule for Board Meetings (bi-monthly)
- **Upcoming board meetings**
 - March 24: 5-7 PM FSC**
 - May 20: 10 AM – 12 PM FSC**
 - July 21: 11 AM - 1 PM Chief O'Neill's**
 - September 30: 5-7 PM FSC**
 - December 9: 4-6 PM FSC Annual board meeting**

- Brunch date with Students – end of Feb/March
 - Student reps let Mary know what dates/times may work.

President Elect: Heather Leigh

My goals:

- Support Joanna, Mary, and committee to create and host a successful conference
- Work to improve website (content and usability), working with Gina, Shan, and other committees (such as archives chair to get more IATA historical info onto the site)
- Support Mary as President and work toward developing a deeper understanding of where organization has been (interviewing/talking to past presidents) and is going (Mary's vision, all current work happening) to develop a vision for 2012-2013

- Arrange time to go to Chase bank and get debit card
- Julie- Secretary update contact information-
 - Work with Director of Membership to help work towards renewals, updating information
 - Have Gina work with Board to learn how to access, upload documents for the year. Tony suggested we create a standardized naming format for all documents on website.
 - With Gina - For calendar on website – brainstorm with board new categories (e.g. board meeting, education programs, movie night, exhibition, Art making, Living room lecture) – should be the same as categories on year-long calendar
- Work on master distribution lists for event planning and broader communication (not sure what committee taking this on). Gina talked about ad space on events webpage.

Secretary – Julie Ludwick

- Those who do not belong to the IATA board Yahoo group will be receiving an invite to join by myself, Julie.ludwick@gmail.com. Please accept this invitation. We are trying to get everyone to join so we can use that as our central place of communication.

Director – Valerie Newman

- Val to work on VooDoo lounge for the FSC (volunteers to assist, possible service project)
- Last year I proposed using the VooDoo lounge, currently rather open and unused. FSC is interested in it becoming an actual lounge at FSC. IATA delegated part of a budget for the project. Promote our partnership and sponsor the VooDoo lounge with plaque or sign “IATA donated this space to FSC”. Plans to paint the space, increase functionality, curtain for window, throw rug, possible additional couches in addition to what we already have. Contact Val if you are interested in helping with this. Mary said this could be a service project. Val needs to come up with a budget. Amy mentioned possible material source in SAIC. Tony added he has remnant fabric and RedBoxWorkshop.

Director of Public Relations – Gina Portelli

Proposal: Living Room Lectures 2012

- Review of 2011 Dates
 - Feb 15
 - April 19
 - June 21
 - Aug 30
- 2012 Dates
 - March
 - April
 - August
 - September
 - Weekday Evenings or Saturday Daytime.
 - Summer seemed to be a hard time to schedule both for presenters and attendees.
 - Mary interested in overlapping different programs so that there is a greater turnout and buzz, i.e. ethics panel and art exhibition in 2011. Amy suggests doing 2 rather than 4 living room lecture series, ethics could piggyback.
- Proposed Topics (Based on Program Survey results)
 - 1. Community Based Art Therapy
 - Possible presenters-Valery Schuman, Savneet Talwar, Cathy Moon
 - 2. Panel Discussion (topics?)
 - 3. Severe Mental Illness and Art Therapy
 - 4. Workshop on the use of symbols in artwork and communication now and throughout history

Do we want to continue the living room lecture how it was or do we want to reevaluate? Are we into these topics? Is panel discussion something we want to do with living room lecture or do another program. Lariza suggests doing child and adolescent as 1 and then adults as another separate lecture. We want to expand the interdisciplinary aspects of our programming, include other expressive therapists, counselors, etc. Val – what about peer supervision, talk about stuff from work, with colleagues. Living room lectures can offer CEU's. Lisa – alternate days of the week. Mary – I like Amy's idea of 2 per yr and then peer supervision on top of that.

- Discuss possible presenters to contact. Tony and Lisa D'Innocenzo volunteered for severe mental illness facilitators. Jenny – talk to dance movement therapist.
- Budget per session:

- Refreshments- \$50
- Art supplies- \$25
- Advertisements- online

Director of Membership – Sara Miller

- Review final membership numbers: breakdown of types of membership and goals for 2012.
 - In 2011 we had 189 new members. 160 have renewed.
- Discuss E-alerts to remind people to renew and decide when to drop members who have not renewed
 - March 2012 cut-off was discussed.
- Discuss a possible trip to Southern Illinois to meet and talk with SIUE students about IATA
 - Deliver board binder. Can this be a line item? Mary volunteered to drive with Sara. Sat, April 14th is SIUE conference. Lisa (SIUE student rep) asked her to send that info for newsletter. Sara plans to do this.
 - How do we keep recent grads in IATA/join?
- Discuss the IATA member directory
- How can I make the membership page work better? Be more user friendly?
- Welcome letter: Need to send membership card and return address labels with our new logo to Vista print.
 - Discussion - No more member cards! Only hard copy of welcome letter and calendars sent out in the mail. We will save about \$60.00
 - Calendar will be ready by March 1st.
- Think about ways that IATA can benefit new grads.
 - How to keep/join recent grads.
 - Frequently asked questions for new grads. Mentorship program for new grads? Set-up mentor link, support system list.
- Personal intention to show my work at IATA gallery shows this year.
- Mary had thought about printing of membership cards. Do not print them out anymore. Send them an email with this information instead. Still send out hard copy of welcome letter and calendar.
- Referral directory, only 40 out of 280. Join!
- We could look at the model for AIGA (American Institute of Graphic Artists). There is a mentorship program through AATA.
- Cate proposed using FSC for programming and mentorship that is currently happening in people's homes with Adler students and graduates.

Publication – Lisa D'Innoncenco and Shan Ju Lin

Need introductions from us, an image of you, an image of artwork, a few lines, where you came from, what school, where you work, interests by Feb. 10th.

- Request for items for the newsletter.
 - Update for membership, treasurer,
- (first newsletter to include introductions to new board) Deadlines for submissions: Feb 10th.
- Wants to get word out about what people are doing and when, even if it's completed, so people know what's going on in your community.
- Thanks to Bob Ryan for all his support and mentorship.
- Classifieds page in the newsletter and leverage something for the conference brochure. Sell marketing packages.
- Create a members only email list and subscriber/members email list. How do I get subscribers? Perhaps trade email lists to other state chapters or student representatives. Other groups, artists, mental health professionals. Add subscribe button to e-alert website. We need to add a facebook and twitter and linkedin links to e-alerts and facebook and twitter buttons on IATA website. Perhaps charge a small fee for those who are interested in using photos. Others disagreed. Final decision: Watermark that they are property of IATA. We will not be sharing presently with professionals. Give Shan credit in conference brochure for photography.
- Set-up rules for photographs, only for use by IATA, if others want rights to publish they must talk with Shan.
- Vote on request by Pat Allen.
 - Pat Allen asked IATA to help promote her workshops/lectures that she is doing in California. She said she is an active member of IATA, so she was wondering if her information could be passed around in the IATA community. No vote obtained.

Programs – Melissa Hedlund and Maia Wheeler 2012 Programs Summary

- *This year we are having four programs; a summary of dates and budgetary information follows.*
 - **Bruce Moon Workshop: For the love of resistance: Why art therapy is essential for adolescents**
 - Date: Friday, February 24th, 1pm-4pm Budget Information:
 - Potential Income Capacity for Workshop is set at 50 \$20 IATA members \$30 IATA members with 3 CEU's \$30 non-IATA members \$40 non- IATA members with 3 CEU's
 - Expenses Bruce's Stipend: \$500 Refreshments: \$100 Art Supplies (if needed): \$75 May need to rent table and chairs if we have not purchased prior to event. If renting could be \$100-\$200 Total Expenses: (High End) \$775
 - Volunteers to help set up the day off?
 - **Chicagoland Art Therapy Projects/Organizations Panel**
 - Date: Saturday, May 5th Time: TBD Budget Information:
 - Expenses Refreshments: \$150 May need to rent table and chairs if we have not purchased prior to event. If renting could be \$100-\$200 Total Expenses: (High End) \$350
 - Team up with the Outreach Committee (Amy and Scherazade) and Megan Brady (incorporate students)
 - **Panel Discussion with Leaders in the field/past Presidents**
 - Date: Saturday, September 15th, 2012 Time: TBD Budget Information:
 - Expenses Refreshments: \$150 Total Expenses: \$150
 - Saturday, November 10th, 2012 Time: Morning Budget Information:
 - Expenses
 - Refreshments/Art Supplies: \$150 ` Total Expenses: \$150
 - **Self-Care Workshop**
 - **Date: November 10th, 2012.**
 - **Gina and Mary - Look into CEU's for #2, 3 and 4. Also check cabinet for art supplies and refreshments before going out and buying anything new. Do assessment and list of what we have before this so we know what we do and do not have.**

Treasurer-Tony LaBrosse

- Tony write up policy on card use, revisit investing money with board.
 - Charges must be approved by Mary and Heather if \$50 or more.
- Tony discuss how people can be reimbursed.
 - Will send out in pdf. Send him an email or mail him a copy of the receipt. You need a receipt! I have to know what it is coded to, what budget line.
- Review proposed 2012 budget
 - Checking account - \$16,320
 - Savings account - \$20,414
 - Unbalanced total - \$36,734
 - Check to deposit - \$2,715
 - Assets on hand - \$39,449
 - Budget Draft 2012 as of 1/16/12
 - Projected Revenue - \$18,770
 - Membership (31%) \$5,820, Donations (1%) \$250, Conference (67%) \$12,600, Misc. (-) \$100

 - Projected Expenses = \$18,770
 - General office – postage \$100, printing/copying \$100, misc. supplies \$100, constant contact \$235 = \$535 (3%)
 - Treasurer – online office \$155, stamps and office \$25 = \$180 (-)
 - Bank fess and charges - \$50 (-)
 - Cico dues - \$1,500 (8%)
 - Governmental chair - \$500 (3%)
 - Misc. marketing - \$500 (3%)
 - Programs and events – programs 4 @ \$300 = \$1200 events 2 @ \$50 = \$100 events 2 @ \$150 = \$300 \$1,600 total (8%)
 - Conference – space rental n/c, catering \$3,600, Keynote \$1200, Brochure \$500. Marketing \$250. Graphic design \$400. Evening event \$400. Art Materials \$200. Closing reopt \$250. Postage \$200. Travel Expenses \$500. Misc \$300. \$7,800 total (41%)
 - Dec board meeting – catering \$750. Printing \$300. Awards \$300. Misc \$150. \$1,500 (8%)
 - Insurance \$430. (2%)
 - Website/IT \$750 (4%)
 - Membership – postage \$250. Printing \$200. SIUE Conn \$150. AATA dues \$100. \$700 total (3.5%)

- Misc fiscal expenses \$350 (2%)
- Board meeting (5) \$375 (2%)
- President stipend \$2,000 (11%)
- Scholarships – IATA conference (3) n/c, IATA conference student (1) n/c, IATA membership (1) n/c -\$0- (-)
- Taxes
 - IRS - we have become delinquent with our filing and status with the IRS due to IRS sending correspondence to a defunct old address. Difficult to fix and then go to accounts to fix it. We MUST keep everything to one address so we get the information from them. We are diligently working with AATA and the IRS to settle this and reinstate our status.
 - Keep our accounts current with our current address!
 - Passed out financial reports. Assets on page 1. Meeting to figure out budget and then vote on it at a meeting.

Outreach – Scheherazade Tillet, Amy Smethurst, Beatriz Isabel Alacron, Hannah Shinozaki, Allison Barton.

- Brief synopsis of goals and roles that Scheherazade and Amy will play.
 - Schedule service projects, Amy will do work service projects.
 - Mental health awareness month – challenge to do something in their community or environment electronically.
 - Prior to this an inservice on how to do an inservice. April 7th or 8th or the 21st or 22nd.
 - Lariza – getting other committees involved.

Throughout the year people who want art therapists - help them be connected with them. Art therapy presence. If anyone knows of other outreach stuff please let Amy know.

- Agenda for 2012.
 - Something at the end of the year, exhibition or recognition.
 - Summer – schedule – 2 large events in July with A long walk Home.
 - Fall - task force meeting with SAIC and Cathy Moon for how to get people of color etc into art therapy field. Lariza and Mary shared that we should also include Adler in this task force meeting.

Ethics - lu-Luen Jeng and Jenifer C. Korotko

- 2 panels this year, possibly three. More collaborations with other chairs and committees.
 - Digital media and ethics
 - Private practice and ethics
 - Practicing in different setting with similar populations, how the environment changes how we practice.
- Jenifer and lu-Luen along with co-presenters for the UIC presentation will assist in the development of a 'tool kit' to take into organizations for IATA sponsored presentations about Art Therapy. The goal of this being that we bring more awareness to what we as art therapists do to unknowing viewers.
 - We need help with this. Developing a statement, tool kit, give a more in-depth concept about ethics in art therapy. How are we unique, how are we similar. Presentation about Art therapy in a hospital setting and more so therapeutic art in a hospital setting. Use the words competence, scope of practice.
 - Find out what they want, get an outline, and then run it by the board. Heather – can this be an ethics panel!!!! YES!
- Both Chairs will participate (together or separate depending) in “couch discussion” series and help include ethics into the topics.
- Both chairs will share the work of advertising for the panels, recruiting from the grad schools for student’s to join in the panels, and any supportive material needed for the panels (Coffee, snacks, water, ECT.)
- Both chairs will help with the focus on bringing awareness to the field of art therapy and help in the efforts of educating organizations as to what we do and why we should be at the same level of pay as other master level employers.

Archives – Amy Hahn

- What types of electronic archives should be accessible on the website?
- What does IATA see the role of archivists chair accomplishing?
- How can archives support the different events throughout the year?

Governmental Affairs – Lariza Fenner, Leah Gipson, Mackenzie Sainz, Megan Campbell, Laura Ebach

- Brief review of goals for 2011:
 - Investigate the nature/process of classification of the Art Therapy national/local career or job search engines.
 - Work with AATA to understand how the chapter can stay informed about the progress being made in the definition/classification of the profession of art therapy.
 - Bring our ethics committee into any/all dialogue concerning this action.
 - National contact thus far is Angela Foehl, J.D., M.P.H. - Director of public policy - afoehl@arttherapy.org
 - Continue to facilitate the "Illinois Art Therapist Practice Inquiry" (IATPI)
 - Introduce new collaborators on the project - Maddie Williams, PsyD Candidate at Adler, and leadership at all three AT training programs in the State.
 - Mary – things to consider – this is an initiative of IATA and we want access to the information. She would not have the sole rights of the information.
 - She can share updates with the board throughout her dissertation. She knows she will be working with us to create this together.
 - **Lariza motions to approve Maddie Williams to help IATA with "Illinois Art Therapist Practice Inquiry". Mary seconds motion. This motion is passed.**
 - Connect IMHCA to our events.
 - Work in public statements in responding to legislation that may impact us.
 - Correspond with leadership of counseling organizations in the state to extend communication about continuing education and events offered by IATA,
 - **Bring a conversation to the table regarding the extent of the e-alert. – see previous notes.**

Conference – Joanna Zakhem, Theresa Dewey, Andrea Koch

- Brief update on the 2012 conference progress
 - Tentative date: October 27, 2012
 - Theme: Art Therapy in the Aftermath
 - Location: Columbus Drive Auditorium
 - No end performance, rather a wine and cheese event at the Sullivan Center.
 - Can we do supervisory CEU's through the conference for LCPC's?
 - Raise money possible idea: sell a dvd of videotaped presentations at an additional cost.
 - IATA PR swag and banner needs to be added to the budget.

Exhibitions – Cate Barrington-Ward, Michael Ryan Noble

- Present on proposed exhibitions for the year.
 - 2 exhibitions
 - around Chicagoland Art therapy Project
 - about the leaders in the field and past presidents.
 - Pop-up galleries in the loop – get involved.
 - Please let Cate know if you are interested or know of others who would be appropriate/interested.

Student representatives

Adler has 1st and 3rd Fridays events that Megan will send to us.

Adjourn motions by Tony at 4:10 PM. Mary seconds.