



## BOARD MEETING [July 14, 2013]

### Executive Board Members Present

President: Heather Leigh Dewey

Director/Membership: Theresa

President Elect: Melissa Hedlund Campbell

Director/Webmaster: Megan

Secretary: Julie Ludwick

Director/Committee & Community Liaison: Val Newman

Treasurer: Beth Casey

Other members present: Monique Matic, Lariza Fenner, Christine Nicklos.

#### 1. Call to Order (President)

Heather motions to call the meeting to order at 10:18 am. Melissa seconds.

#### 2. Establish Quorum (President)

All present.

#### 3. Approval of Minutes from last meeting (Secretary)

**Vote: Beth – “I motion to approve the May 5, 2013 board meeting minutes.” Meghan seconds. All is favor – Aye. No opposed. 5/5/13 minutes approved.**

#### 4. Financial Report (Treasurer)

Total balance – \$32,232

\$11,788 - checking

\$20,444 – savings

Beth is working with Joe (FSC) to figure out a lost check that was cashed but didn't go through for them.

We changed the structure/schedule and Heather explained why we made the changes we made. Lariza – talked about voting rights. Heather says we need to look at the bylaws and wording. Take a look at the bylaws and clean them up. Meghan – talked about how currently we have 7 voting members on IATA how she feels that is a small number. We have seen less people attending board meetings, committee chairs don't feel like they have a voice. Theresa brought up the ideas of – 1. Members at large getting a vote. 2. Committee chairs getting a vote. Who should have voting rights? There can be a process. Val – spoke about her new role. Lariza recommended an ad-hoc governing committee. She feels the executive structure is a top down process and

not an equal process. Silent ballots work well. Majority moves things forward. To get people involved we can: ex) Hey calling all members, I need help. Let's work with our committees and communities. Role and responsibilities need to be complete within the month. Under each roles and responsibilities create 3 things your committee is really proud of. Present the work at the meetings. Tie everyone together a little bit more through the committees. Committee chair go out and recruit. Committee chair be the guiding source for that committee and they are facilitating. Previous committee chairs were doing it all themselves. Bylaws made need revision. If we are going to move towards some of the things we are talking about we need to look at the bylaws. It doesn't make flowing sense. Language around bylaws, flow chart, All the committee chairs and full board. Form it, look at it, present it, then a motion to accept this documentation. We could tell members bout the vote and say, "Come to this meeting and vote on it. You can only vote if present." Set aside time at the meeting and everyone has a say over the process. Strategic plan to look at the governing structure. Motion: The GAC looks at the governing board structure and come up with a strategic plan. Val seconds. All agree. Motion: Megan - I motion the strategic plan is put in place, looked at at the executive board meeting in August, and then reviewed at 2 months, and voted on in 4 months. Pace the lay out however you want. Melissa motions we dismiss 2 previous motions. **New Motion: Meghan – " I motion that the GAC will get governance structures and move forward with drafting these ideas present at the next executive board meeting, August 4<sup>th</sup>."** Val seconds. All in favor. Aye. "I motion we delete the previous two and use the third" Melissa. Theresa seconds.

Amy – Once we have something in place, we need technology in place to increase, also marketing. After we know the platform. Google groups is nice. Glass cubes may be better. Also social family oriented websites. A chat room per committee and a record of everything that transpires may work well. Text message alert stuff.

Job descriptions: continue to send these in.

**Action item: Roles and Responsibilities due on August 1, 2013! Julie will send out an email to committees requesting these write-ups. We will discuss these at the executive committee August 4<sup>th</sup>.**

**Action item: Julie will call/email all positions open to nominations (all are on website) in the coming week by July 21, 2013.**

Make sure duration of position is in there.

##### 5. Membership Report (Director/Membership)

162 members. Down from last year. Informal sleuthing shows that people that aren't members can't afford the \$200 to AATA. Conversations occurred around why the membership is down. Can we have a different member status for those that aren't part of AATA. **Action item: Table this until next board meeting and put in under Old Business for next meeting – conversation on how to increase membership.**

Speed Networking – 11 emerging art therapists, and 11 experienced art therapists participated. Good feedback, some wanting more time. Overall well attended. Next year I will get in touch with faculty about scheduling it a little better. Have two times throughout the year. Theresa is planning to go to the school in early September.

#### 6. Presidents Report (President)

Delegates meeting – every chapter is doing different things. Similarities: Programming, licensure, title protection. Encouraged individuality. Heather wants to communicate more with other chapters, especially licensure and title protection. Kind of best practice.

Communicate more with AATA and where we can hook in. We need a process for formal communication.

**Action item: Lariza, GAC chair, will be in touch with the executive board before the end of the year to do a licensure talk/presentation/panel.**

#### 7. Conference Report (President Elect)

Liz Gardner has been working hard and the committee members. We have approved 35 presenters at the conference and some amazing people. This is going to be a conference like no other and this was our goal. The brochure is going out in August. Loni Gerrety is our keynote at the SAIC ballroom sat. Sept 26<sup>th</sup>. A kick off at Adler the night before and an all day workshop 9:30-4:30 the day before with Loni will occur.

#### 8. Committee Reports (Director/Committee & Community Liaison)

Christine – The main concern right now is solidifying the dates and themes.

Meditations on Mindfulness. Came up with a proposal for call for art. Need a date: Possibly November 3, Sunday. That would be the workshop – the kickoff. The exhibit would be the following week. November 3 – 8 would be the exhibit. There is nothing going on at FSC. Christine will be in contact with programs.

Budget with programs committee to do the self-care event. \$150.00 It is possible to use a combined budget? The \$ from the Sandy Yee event can be used for this as the Sandy Yee event did not happen.

Can we give the music and art therapy conference committee \$250.00. They agree to lunch off site. We had budgeted \$1500 for DOC insurance we could use some of this for this \$250. **Action item: The committee will send a line item sheet to Val and Val will follow up on none members that attend the event and where this \$ will be going. The executive board will approve PR.**

Val had a long talk with programs committee and will bring this to the next EB board meeting. Also envisioning how we are engaging students in the board and how we communicate with them. We want to involve them as much as possible. And we will table this until the next meeting.

9. Old Business (President)  
All chapter picnic is July 28<sup>th</sup>, 3-6.

Beth was going to put in some language about our financials and president. Right now our Bylaws state that the president can approve funds over \$50.00. Beth wrote some language about that. Beth will send to Lariza.

10. New Business (President)

We meet as the ad-hoc communications committee and we started a structure for a communications plan like the website, ealerts, linkedin, and facebook. What is the purpose for each of these? It needs to be voted on changing my role (Megan). **Action item: Vote on changing this role from webmaster to marketing and communications.** Also having a structure for approval and how we approve and wording. What social media will be used for, how often we will update, what common language, and what language we will use. Lariza- Use national language.

11. Public Forum

12. Action Item Review (Board facilitated by Secretary)

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**Action item: The committee will send a line item sheet to Val and Val will follow up on none members that attend the event and where this \$ will be going. The executive board will approve PR.**

**Action item: Vote on changing this role from webmaster to marketing and communications.**

13. Adjournment (President)

I (heather) motion to adjourn the meeting at 12:08. Julie Seconds. All in favor "Aye" All.