



IATA Board Meeting
 Sunday, April 22nd, 2018, 2-3:30 pm
 Location: Virtual

<https://www.gotomeet.me/IllinoisArtTherapy>

Attendees:

Executive Board		Committee Chairs	
			Program Chair: June Dondlinger
x	President: Iu-Luen Jeng		Exhibitions Chair :Meredith Raque
x	President Elect: Stephanie Clark	x	Conference Chair: Caroline Tye
x	Secretary/Archives: Sarah L'Heureux	x	Conference Chair Elect: Maria Kim
x	Treasurer: Stephanie Clark (temp)		
x	Membership Director: Kelly Burns	x	Communications Chair: Sam Daab
	Marketing Director: vacant	x	Outreach Chair: Morgan Waggoner
x	Government Affairs Chair: Lynne linkowski	x	Nominations Chair: Rebecca DeGraw
			Ethics Chair: Jen Buckler
		x	Multicultural and Diversity Chair: Benjamin Mengebier
			Student Representative: vacant
Additional Attendees (please write in name if not below)			
	Jennifer Cox		
x	Katie Ricamato		
X	Pita Minerof Bartos		

MINUTES:

Iu-Luen Motion to start 2:34 pm

Kelly second all in agreement

Discussion topic 1: review minutes

- minutes abbreviated due to a glitch in the go to meetings recording
- minutes reviewed with group at greenleaf art center
- Minutes approved
- Prez motion to approve minute at 2:43
- Morgan second

Discussion 2: Storage unit

- Foster and ravenwood storage space
- Hours M-F 9:30am-7pm sat 10 am-5pm sun 10 am - 4pm
- Monthly cost of \$65
- 5 x 5 space
- Goal is to organize storage and to research if there is a cheaper option
- scan all documents and make them electronic on our google drive database
- group leading storage clean up: Sarah, Becca, and Steph
- storage code will be available for board member use
- Inventory will be taken
- Perishable items brought to storage
- If any board members have IATA supplies please inventory what you have and have that list prepared for next meeting in May
- Moragn, Steph, Iu-Luen and Becca have items stored at homes- please inventory items
- set a annual storage clean up date
- assessment of storage unit and items needed to get more organized will be presented at next meeting

Discussion 3: Budget

- budget proposal presented verbally
- budget will be included in minutes please see attachment
- Budget for the year is \$10,084 in order to break even
- last year we were \$10,000 over budget
- two major expenses is CICO at \$3000 and IMHC
- IMHC assists with LPC and LCPC advocacy and contact as well as CEU's
- Conference budget for September is \$1500
- Programs budget for the year is \$750
- Morgan had questions about outreach budget and if travel to the different universities was included in that budget.
- Morgan also has some outstanding receipts from expenses not reimbursed yet
- for reimbursement please call steph at 913-731-5515

- Prez is calling for all departments to create an estimated expense report for future or wanted programs so that budget can be adjusted or events can be discussed
- Prez gave a deadline for May 20th
- Budget approval motioned at 3:04 pm
- kelly seconded it and all are in agreement

Discussion 4: Events and face to face programming for 2018

- Prez called for all event ideas to be presented with an estimated expense report due by MAY 20th
- 3:10 lu-Luen motion to have event proposals and expense reports presented on may 20th
- Becca second all in agreement

*Ben arrived at 3pm

Discussion 5: Master google folder

- board does not have access to this yet
- board needs to have access

Discussion 6: Outreach

- schools involved:
 - St Mary of the woods
 - Adler
 - SAIC
 - Mount Mary University
 - Edwardsville
 - Other schools?
- student reps present from St mary of the woods and SAIC
- Caroline--chris belkoff point person for Mount Mary University
- Morgan will create an estimated expense report for outreach and present it on may 20th

Discussion 7: Program Chair

- June is stepping down to focus on job finding
- June enjoys the position and will come back when things settle down for her
- Prez call for making June a thank you card
- Prez asked if anyone knows anyone who would like to temporarily take Junes position till she is ready to come back
- Sam take down June's info from the website
- Becca exit interview

Discussion 8: CEUs

- Prez wants to offer CEU's for board members for being on the board
- Prez will research how to get CEU accreditation for board members and conference

-Prez will contact CICO and IMHC to find out what options IATA has to gain CEU accreditation

Discussion 9: Conference September 2018

- Caroline idea-focus on art making and community building through art making
 - budget could be small
 - Caroline proposes September 15th or 22nd as half days
 - 9-1 or 1-5
 - board seems to like 1-5 better
 - AATA is Oct 21-24 in Miami
 - Prez wonders if Adler will sponsor our conference
 - Morgan knows the event planner at Adler and will reach out to him
 - Prez wants to know if Adler will provide the space for free if Adler students and faculty fee for attendance was waived with an RSVP
 - Prez wants to know if Adler will provide CEU's for IATA conference as well
 - half day conference should be feasible in the space
 - Last year full conference gained 120 attendees
 - Marketing sponsorship forms and registration
 - Morgan worked with jaimie on marketing sponsorship and will complete this task
 - Caroline has been putting out feelers for free spaces and recommends not providing food but only snacks
 - Caroline--brain storming ideas about what we want our conference to be about
- Art making removed and i think we should bring art back in and reconnecting as the arts
Also providing CEU's but not having a key note speaker never had a mini conference so we do not know how many people can come
- sam--Presale for tickets at different rate so we would know who was coming and what the estimate would be
 - keynote speakers ideas for mini conference: Lynn Kapitan, Bruce moon, Don Seiden, Jim Bachor
 - social justice and activism concerns about art making being the focus
 - community IATA sponsored project --neighborhood clean up
 - caroline -- meredith pop up gallery art we create in workshops or community art making
 - Sam-community beautification project sponsored by IATA
 - IJ- MOCA and art institute education division for collaboration
 - IJ- may come up with description and ticket pricing--do need plan A, B, C for CEUs
 - IJ- partner with others and will follow up with AATA and CICO for CEU's
 - caroline-4 hours = 4 CEUs
 - Peta- people are motivated by CEUs

Discussion 10: Town hall meeting Ben and Jen

- IATA vs AATA
- reach those who do not want to belong to AATA due to Pense
- social media, facebook, outreach schools, word of mouth
- Membership newsletter

-Ben --town hall meeting need an agenda can use online platform and speak and take questions--Direct statement --AATA and membership component and trying to be more inclusive to all and creating second membership and answer questions

-Jen is going to check ethical guidelines

IJ-before offer options we should let them speak--First really open --Script some questions more overall general questions last time affected by events or what attracted to events

-Ben-- type instead of talk-- chat box print and read and go from there

-IJ-decide how we will use the information and what we can restore

-Dates for town hall meeting needed

Discussion 11: Hacked email

-IJ email was hacked

-Sam if anyone experiences this again let me know so I can shut off your email

-IJ i will never ask you for money

Discussion 12: Art therapy database

Tabled for next meeting May 20

Iu-luen motion to end meeting at 3:42

Kelly second all in favor as well

BUDGET FOLLOWS:

	MONTHLY EXPENSES					
	Chase	Monthly Service Fees (\$12/mo)	\$44.00			
	Foster Ravenswood	Storage Unit (\$65/mo)	\$500.00	Find new storage unit		
	Constant Contact	E-mail service (50.17/mo)	\$602.04			
	ANNUAL EXPENSES					
	CICO (Coalition of Illinois Counselors)	Membership Fee	\$3,000.00	Request discount or consider canceling		

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	Hartford Liability Insurance	Liability Insurance	\$485.00			
	Withdrawal	Nonprofit status	\$56.00			
	GoDaddy	URL	\$70.68			
	Go To Meeting	Online Meeting Platform	\$377.15			
	2018 CONFERENCE		\$1,500.00			
	EVENTS/PROGRAMS		\$750.00			
	2018 AATA CONFERENCE - PRESIDENT		\$2,500.00			
	MISC EXPENSES		\$200.00			
		TOTAL ESTIMATED BUDGET	\$10,084.87			
		TOTAL ESTIMATED INCOME		\$10,000		

Discussion 1: Budget

- was not proposed yet
- will be proposed next meeting
- prez and treasurer will meet to organize proposed budget

Discussion 2: Minutes reviewed from last meeting

Discussion 3: New IATA board

- Maria voted in for conference elect
- Lynn voted in for governmental affairs
- congrats ladies!

Discussion 4: face to face board meeting events

- budget discussed for these events
- ideas discussed
- nothing voted on currently
- teams working on budget proposal
- might be waiting on master budget
- next face to face at 1806 w greenleaf on april 22nd 2-3:30 in honor of Earth Day
- food provided
- hand casting the art share

Discussion 5:Conference

- half day conference in September
- full conference in Jan/ or Feb of 2019
- push for bigger and better conference in 2019
- sept 2018 release theme for 2019
- CEUs provided for both conferences for members

Discussion 11: Next Board meeting details

- Next board meeting April 22nd sunday at 2-3:30
- Board members will meet at 1806 w greenleaf
- Everyone can still remote in with Go To Meetings

Discussion 12: Go To Meeting Process

- Please state your name before speaking
- Agenda will be sent out for review and additions
- Go To Meetings will now be recorded always

IJ- Motion to end meeting at 3:36 pm