

Maryland Association for Counseling and Development Minutes for January 10, 2009

Present: Elizabeth Nyang, President; Anke Dill, Treasurer; Marilyn Maze, Secretary; Angela Baldwin, MAMCA President-Elect, Kathy Barrett, Past President; Marsh Riggio, MASERVICE President

The teleconference meeting was called to order at 9:05 AM.

1. Trauma Conference: The conference was a big success. There were 87 attendees (10 professionals, 77 students) who paid \$2530 in registration fees. More than half registered at the door. Elizabeth called caterer to ask for more food and Marilyn went shopping. When we arrived, there was only one small table. This caused the registration process to be chaotic. Having so many people register at the door took a long time, so the conference started late. Bowie State charged a \$184 clean-up fee because we used an outside caterer. The evaluations were positive and everyone said they learned a great deal.
2. May Conference: Elizabeth will develop a flyer that we send to our faculty members to distribute to students. Marilyn will then get this information online ASAP. We will get emails of ACA members in Maryland. How many student volunteers do we need? Will we give them free registration? Program is already set up, with a full slate of speakers. We can ask students to submit proposals for poster sessions. Division presentations are still welcome. Elizabeth will tell Marsha how many rooms we need. Due to the economic situation, we will charge the same fees as last year: \$75 members, \$95 non-members, \$35 student members, \$45 student non-members for pre-registration. Those who register within one week of the conference (after April 24) will pay: \$95 late members, \$115 late non-members, \$45 late student members, \$55 late student non-members. Elizabeth will answer calls and be the contact person for the conference. Elizabeth will get flyer together today and email to us for comments.

Funding: We agreed to approach Giant, Safeway, Target, and Walmart for contributions. We would like to find book vendors. We agreed to charge \$100 for a table (includes lunch & registration) and \$50 for us to put handouts on a table. Mavis had offered to help with this.
4. Website: The website is now set up. Board members have the rights to set up their own pages. The membership list contains space for the URL for the website of anyone who has a website. However, we discussed making a page available for each member who is in private practice to allow them to advertise their services and make sure the display is available for non-members to view. Marilyn agreed to investigate this option.
5. Treasurer's Report: Anke reported that MACD now has a negative balance. This raised a lot of questions about the accounting practices. Looking at our website, we could see that we have 68 active members, 39 past presidents (who pay no dues), and 14 life members (who pay no dues). This totals 121 members.
6. According to the budget published in the previous minutes, we agreed to reserve our travel fund of \$3500 to pay for our president to travel to ACA and to cover the expenses for the party in honor of Lynn Linde. We agreed at this meeting that would also pay part of the president-elect's expenses. We need to find a president-elect.

7. President-elect nominations: Eric Green moved to NY. Pilar? Alan Green? Marilyn will send a list of members who attended the November conference with these minutes. Please use the Membership Directory on our website to research these people.
8. MASERVIC: Marsh will send an email to all members about joining it. MASERVIC will have a table at the conference for recruiting.
9. Building membership: We need to reach out to new grads. We could talk to students in classes about MACD. We could show the website to classes. We could talk to the Montgomery Center for Women. Board members are encouraged to visit classes and make a presentation to them about MACD. We will ask Jake & Lee to hold the lunch for faculty that they discussed in the fall. These faculty might be asked to commit to allowing a presentation in their classes. We would like to add all of the local counseling agencies and community colleges as "Basic Contacts" on our website so they get the emails we send marketing our conferences and workshops.
10. Calendar: All the dates for this year have been entered on our Website under Event List. There is a bug in the MemberClicks software that lists the Start Time as 12 noon for all events, but, if you click on the event, the details are correct.

The meeting was adjourned at 11:20 AM.

Some board members stayed on the line for training in the use of our website and learned how to send emails to selected groups of members and how to edit any existing page of the website. More training will be provided at the March Board meeting. Marilyn is happy to help any Board member to learn to use these features. Call her directly for private instructions.

List of professionals who attended the November conference at Bowie State:

Ms	Joan	Y	Hall	Baltimore County Public Schools
Ms	Marcia		Ewing	
Mrs	Marsha		Riggio	
Ms	Vicky		Sawyer	Washington College
Ms	Jori		Ellis	Humanim, Inc
Ms	Cleotha		Fluitt	AACPS
Dr	Karina		Golden	Bowie State University
Ms	Diane		Clonmell	
Mr	Terrence		Alspaugh	Family Solutions of Maryland
Dr	Culue	A	Bragg	Bowie State University