

## **Board Retreat Meeting Minutes-June 14, 2014**

In attendance: Tony Spann, MaryBeth Heather, Matilde Beisso, Michelle Schoonmaker, Iyamide House, Lisa Conners, Stephanie Daly , Emily Kirchner, Sarah Gilden, Marsha Riggio, Peter Modlin

\*See full agenda for meeting business

Discussion:

### **Membership Information:**

- consider a membership brochure explaining standards of membership and providing descriptions of each membership classification
- investigate funds received from ACA when members join through the national website (Holly Clubb, membership representative)

### **Timeline of Planning for Standard Operating Procedures (SOP):**

- 60-90 days prior to event
- consider finalizing events in a combined calendar (yearly, quarterly, and monthly)
- streamline costs for attendance
- all division events are funded through MCA Treasury
- standard of 30 days following event to pay presenters/guests/etc

### **Division Contributions:**

- 10% of net earnings minus expenses yearly

### **Conference Update:**

- Technology and Wellness theme for November 2014

### **Website:**

- Add a question to membership page regarding where the visitor heard about the organization

### **Partnerships:**

- seek out partnerships with other helping associations, such as MCDA, MSCA, LCPC, SW

### **50th Anniversary Preparation 2017:**

- Movita Pickens fund use
- invitations to past presidents, etc.