



MCA February 13th, 2018 at 7-9pm
Executive Board Meeting Minutes

MCA Executive Board was called to order (7:05pm): Chioma, Shannon, Karol, Sarah G, Marsha, Mala, Christian, Missy, and Cathie

Absent: LaNail, Cedric, William, Tonya, Sabira, Lia (emailed, sick)

Approval of Agenda: Motion to approve agenda by Janelle, seconded by Cathie

Training:

- Marsha reports training scheduled at John Hopkins University Spring 2018, a ½ day. Nothing new to report, will follow up when details are confirmed.

Approval of Past Meeting Minutes:

January minutes will be amended to reflect clarification of treasurer-elect position. Clarification will be adding the position of Assistant Treasurer and Secretary to bylaws. President-Elect and Bylaws Chair will discuss offline further clarification.

Bylaws reflect MCA has a Finance Committee; this may be an opportunity for the Treasurer and Secretary to give assistance as needed. Discussion occurred surrounding 2018-2019 President and Treasurer clarifying roles and responsibilities of Finance Committee.

Amended January minutes will be sent with March agenda for approval from the board.

MCA Executive Committee

Officer's Reports:

1. President Report (Karol):
President is working with Marilyn to bring workshop to MCA, entitled "What Brings You to Life? Awakening Your Spiritual Essence". The workshop will occur on June 2nd at Howard County library 12-3.

During southern leadership in Orlando, Florida (Jan 2018) there were several workshops (CULTURALLY RESPONSIVE LEADERSHIP, THE PULSE MASSACRE AND OTHER COMMUNITY TRAUMAS, FIDUCIARY RESPONSIBILITIES, ACA Structure and Governance, Branch Mentoring. There were also three panels: (a) GOVERNMENT RELATIONS, (b) CHOOSING A MEMBERSHIP PLATFORM (Karol represented MCA), and (c) BRANCH MANAGEMENT (Cathie represented MCA).

There are concerns members are not getting reminders their membership is due. Karol will work with Lisa to send reminders. Karol also emailed prior board members to update their membership. There are 12 people listed on the MCA Board member list who had not renewed their membership; one has never been a member. Karol heard back from a number of them who resigned years ago, and that information was not reflected on the current Board list. However, some are current Board Chairs. MCA needs to determine how it wants to handle this. Karol asked ACA how MCA should handle it, and they are getting back to Karol. Those emailed have been forwarded to Janelle, Janelle will defer to Kerri (Membership Chair) to update Wild Apricot.

Karol updated the contract for Lisa Oliver to run through June 30. Lisa has not used the full number of hours budgeted for this year, so MCA has access to her skills for the rest of this fiscal year.

Karol is meeting with Senator Pinsky at Advocacy Day at 930am; everyone is welcome to attend with her. Karol will have handouts for MCA members to give to delegates. Karol continues to help monitor Advocacy Day preparations. Many thanks to Rita Johnson for her excellent work. 19 people have registered to participate. 9 participants were present last year, so Rita's increased efforts have proven effective.

Karol is registered to attend the MAMCD workshop and conference, and MCDA conference.

2. Treasurer (LaNail)- No report
3. Executive Director's Report (Marsha) – No report.
4. Past-President's Report (Christian)

Christian is continuing with nominations and elections. There are three positions that will be on the ballots President-Elect: Dr. Michelle W., Secretary-Elect: Dr. Missy W., and Treasurer-Elect: Dr. Shannon K. Christian will work on getting biographies from each candidate.

Christian continues to supervise Mala, a Walden University doctoral Intern.

Christian is serving as a mentor for 2017-2018 Emerging Leader, Perri Hooper.

Christian is currently service as Treasure for Maryland Association of Marriage and Family Counselors (MAMFC). Working on completing reimbursement process with President and Treasurer of MCA and recruitment of new leadership with Shannon Kakkar (President).

5. President-Elect's Report (Cathie)

Call for Proposals is now open for our 2018 Conference and will end on April 15. Our theme will be: Advocacy and Social Justice: Supporting our Clients and Our Profession. Dr. Lynn Linde will present the Pre-Conference Deep Dive Ethics on Friday, Nov 2. Keynote speakers are in the works. Our first organizational conference meeting will be on Sunday Feb 18 @ 3:30pm via zoom. Please contact Cathie if you want to be involved in conference planning

Save the Date! Saturday, March 24, 1-4pm, we are cosponsoring a Deep Dive workshop with VCA at Marymount University (Glebe Rd in Arlington). Special thanks to Michelle Wade, Marilyn Maze and Monica Band for assistance with coordinating this event!

Advocacy Day (02/21) is coming quickly! Cathie is looking forward to building on the connections made last year and to continue to grow professional expertise to our elected officials.

Cathie is working with Dr. Chioma Anah since last November, to propose adding the MCSJ (Maryland Counselors for Social Justice) division to bylaws, and then our membership.

Cathie attended Southern Region ILT training seminar in January in Orlando, FL. Cathie appreciated the opportunity to network and learn from our larger Southern Region branches on how to handle board issues, membership and the business side of running a non-profit professional board.

Cathie continues to wait for a response from MCA accountant Joan for clarification on updating MCA's name on 501(c)-6 and process to apply for 501(C)-3.

Cathie continues to wait on final estimates from an insurance broker on the possibility of group rates on health insurance. If MCA becomes a 501(C)-3 it will be easier to get group health insurance to offer to our membership.

6. Member-at-Large's Report (Sarah Gilden)- No updates

7. Bylaws (Missy)

Missy reports the responsibility of the Bylaws Committee is to receive proposed amendments, review bylaws and keep MCA bylaws in sync with ACA bylaws. As

MCA bylaws change, the committee makes sure the bylaws don't conflict, research is conducted on proposed bylaws, and comparisons with other states bylaws are reviewed as well.

If there is a proposed amendment, the amendments need to come to the Bylaws Committee first. The committee will need to make sure MCA is not voting on something currently in MCA's bylaw or conflicts with existing bylaws. If there are no conflicts found, the amendment will be presented to the executive committee for a vote. If approved, then the amendment goes to membership for a vote, 2/3 of membership has to approve. The proposed bylaw amendment needs to be reviewed 30 days before membership by the executive committee.

The Bylaws committee is currently comparing ACA and MCA bylaws to ensure stronger bylaws for MCA.

Motion to consider MCSJ division was made by Cathie, motion seconded by Shannon.

Discussion surrounding sending bylaw amendments to membership. Members will receive an email from the MCA Gmail account. The vote will stay open for 14 days.

- Board unanimously passed on sending bylaw amendments to membership.
- Bylaws for MCSJ will be sent to the Bylaws committee by February 28th. All bylaw amendments are anticipated to be sent to members by March 1st.

Old Business:

New Business:

- LaNail, Michelle, and Marsha to discuss fee tiers/schedule- *Hold for full board meeting*
- SOP submission reminder (new deadline June 30)

Motion to end meeting made by Janelle, seconded by Shannon (809pm)

Future Board Meetings:

March 13, 2018 -- Full Board

April 10, 2018 -- Executive Committee

May 8, 2018 -- Executive Committee

June 12, 2018- Full Board face to face