



MCA May 8, 2018 at 7-9pm
Full Board Meeting

MCA Executive Board was called to order (7:04pm)

Attendance: Karol T., Shannon K., Marsha R., Jacqueline J., Cathie E., Kerri L., Mala H., Sara P., Christian C., Chioma A.,

Absent (emailed): Janelle, Lia, Jessica, Sara G.

Absent (no email):

Approval of Agenda: Motion to approve agenda by Christian, seconded by Shannon.

Approval of Past Meeting Minutes: Motion to approve minutes by Marsha, seconded by Shannon

MCA Executive Committee

Officer's Reports:

1. Presidents Report (Karol): (See Attached): Updates on involvement with ACA and Southern Region during Conference in Atlanta. Summary of this year's accomplishments, readying to pass leadership to Cathie. Karol encouraged everyone to attend next PsyCoun Institute on May 19th.
2. Treasurer (LaNail): No report
3. Executive Director's Report: Marsha discussed the successful joint reception at ACA Atlanta, cosponsored with NECA and Johns Hopkins. It was one of the best attended with hopes of continuing this long tradition. Marsha completed zip code project and the job title category project. She is assisting with logistics for Conference Planning.
4. Past-President's Report (Christian) Christian will initiate membership vote on open positions next Friday; there are three candidates for each position. Christian assisted with compiling call for proposals for review and is sharing pertinent information with Cathie.
5. President-Elect's Report (Cathie) (see attached)
Cathie asked board for clarification on definition of "affiliate" status for new division, as per MCA by-laws allowing new division to be an affiliate before final ACA approval. Motion made by Marsha to allow MCSJ to open membership now as an affiliate, seconded by Karol. Updates on Conference planning and successful walk through with Eunice on Saturday. Looking for more proposal reviewers and committee members to assist with conference. Cathie is looking for personal recommendations from board members to fill open leadership slots for next year before making an all-call on Website and E-Blast.
6. Member-at-Large's Report (Sarah Gilden)- No report

MCA Standing Committees Conference Reports and Updates

- 1) Newsletter (Michelle S/Jazmone)- No report, newsletter due out soon
- 2) Public Relations (Marybeth/Emily) – No report
- 3) Membership (Kerri) – Working on plan to visit colleges in the fall and increase membership at different events. Checking in with individuals who dropped their membership to determine why they left and how MCA might better serve their needs.
- 4) Advocacy (Rita)- No report. Rita sends weekly Advocacy updates for Weekly Digest.
- 5) Technology (Marilyn M)- no report. **Please be advised Marilyn Maze will be out of the country for three weeks. **Please contact Lisa Oliver for website updates.** Marsha offered another volunteer through Argosy to become new Webmaster, will provide contact information to Cathie.
- 6) Bylaws (Missy)- See attached report
- 7) CE/Credentialing (Michelle W.)- no report
- 8) Program Planning (Eunice) – no report
- 9) Emerging Leaders and Graduate Student (Sara Pula)- Sara launching new call for EL and will actively build list of mentors. Sara will retire as EL chair due to accepting MACES leadership position to begin July 1.
- 10) Awards (Maya)- No report

MCA State Divisions Division Updates

17. MAMCD (Tonya) - No report
18. MACES (Sara P) – Sara will be President 2018-2019 and help revitalize MACES division.
19. MASERVIC (open) – no report---Cathie is working to find leadership for this division.
20. MCDA (Sabira) - No report
21. MAMCFC (Shannon)- (See attached) Friendly reminder to please change acronym to MAMCFC on all MCA related media and advertisements. Division has had elections and is working on awards, to be presented at MCA Fall Conference.
22. MALGBTIC (Lia)- Lia G. no report
23. MCSJ (Chioma)- Excited that the board agrees to open up membership as an affiliate in anticipation of ACA approval of by-laws and official division status. Leadership is set, save for “MCA Governing Council Rep” looking for someone on the EC to join MCSJ board. Also, please follow on our Website and Twitter; Facebook is still under consideration. MSCJ looks forward to hosting at least five workshops a year, please consider joining this division: \$15/prof, \$10/student, \$25/associate, \$300 Lifetime, \$5/retired/veteran.

Discussion continued by Karol regarding the financial obligations of the new division as well as administrative fees for non-MCA members. MCA Divisions whose members are not MCA members will follow the model established between MCA and MCDA. Cathie will have new division added to website by Lisa and request accountant to add another division.

Meeting adjourned at 8:06pm.

Future Board Meetings:

June 9, 2018- Full Board face to face- Leadership Training at Savage Library, from 10am-5pm

For 2018-2019 Proposed Virtual Board Meetings will be scheduled on the 3rd Thursday of the month at 8-9pm. Final schedule will be decided at the Leadership Training.

President's Report May 2018 (Karol Taylor)

Provided oversight for and participated in MCA activities:

Attended MAMCD/MAMCFC Conference in April. Promoted MCA at the event.

Updated President's letter for May newsletter.

Represented MCA at ACA; served at the Southern Branch Exhibit Table, which had a Kentucky Derby racing theme. Helped set it up, shared MCA pens, bags, brochures, save-the-date flyers, membership forms, and the flyer for the May 19 event. By the end of the Conference the MCA bling and most of the materials promoting MCA events were taken. Represented MCA at combined MCA, JHU, NECA social, which was well received. Met and had photo op with the Dean of JHU's School of Counseling. Many thanks to Cathie for bringing a tee shirt as an event giveaway.

Attended Southern Branch Meeting; received a plaque honoring my work as MCA President.

Attended ACA Business meeting. ACA is proud of their social networking. They are working on operations and processes to modernize the way they disseminate workshop information shared at ACA.

Provided insight, inspiration, and support to President-Elect Cathie as MCA transitions to her Presidency, and she establishes the foundation for an exceptional annual Conference. Reviewed Emerging Leader application form and encouraged Committee to update the content on MCA's web page. I would encourage each Committee Chair and Division President to update the content on their web page as appropriate.

Worked with PR Committee and PsyCoun to market the May 19 contact hour-issuing event, What Brings You to Life. 10:00am-3pm, Savage Library, 9525 Baroness Ct, Laurel, MD. Please register and join us. Marilyn Maze will be in Beijing that day, so I will set up and provide my laptop and overhead for the presentation. We need someone to bring food for the event and to serve as registrar. I will bring MCA's paper and plastic products.

Provided full access to Wild Apricot to new Program Chair, who is an expert in using it. Advocacy Committee member Jacqueline Jacobs agreed to compile the information Marsha shared with us re member location and occupation to provide a better picture of the people we serve.

I checked and MCA currently has 369 active members. MCA had up to 451 people who have been active at one time or another. The total number of people who have allowed their membership to totally lapse is 82. I asked Kerri to have her committee reach out to these people to determine why they left the organization.

2017-18 Presidential Key accomplishments:

Had web site updated at minimal cost to MCA; had Big Daddy and Wild Apricot realigned to allow Wild Apricot to work at full capacity.

Held a 3 full-day conference to commemorate MCA's (actual) 60th year of existence.

Brought in an internationally-renowned keynoter, and two ACA Presidents.

Compiled the (missing) list of Presidents since the 1958 charter.

Had a 60th special anniversary graphic designed for MCA's updated web site.

Established a professional relationship with a reliable and reasonably priced Virtual Assistant.

Established a relationship with an exceptional photographer to provide members with a professional headshot.

Established the practice of using lanyards and badges rather than stick-on name tags for each Conference.

Established the practice of holding one MCA contact hour event or related event per month after the November conference, i.e. monthly workshop or attending ACA.

Worked collaboratively to reestablish an annual Advocacy Day for MCA.

The next MCA meeting takes place June 9 at Savage Library; it will be leadership training under Cathie's leadership.

MAMCFC Division Report

May 3, 2018

- MAMCFC board has voted and decided to change its name from the Maryland Association of Marriage and Family Counselors to the Maryland Association of Marriage, Couples, and Family Counselors.
 - **This name change needs to take effect in all of MCA's documentation and on the website.**
- We have written and submitted the bylaws for MAMCFC to the Bylaws Committee for review as of Jan. 5, 2017.
 - Missy is working with ACA and IAMFC to ensure that our bylaws match theirs.
 - It was confirmed that MCA does not need to approve division bylaws.
- MAMCD worked with MAMCFC on their Spring Conference on April 21, 2018 at Bowie State University. We provided one of the guest speakers, Susan J. Silva, who presented with Shannon Kakkar. We are also provided assistance with registration and other aspects of planning and preparation (Vanessa & Miranda).
- Institute for Leadership Training: We are looking to send either Vanessa or Miranda to ACA's ILT in July.
- We have an email address now! It's Marylandamcfc@gmail.com. We will move all documents to the google drive associated with this email address in order to create a streamlined history for the division.
- We are working on creating the website and awards for the division.
- Website Info
 - Bios and pics of board members
 - Email address
 - History of MAMCFC
 - List of past presidents
 - Mission & Values
- Awards:
 - Call out: June 1 / Submission due: Aug. 1
 - Winners recognized at the MCA conference in November.
 - Nominations: self-nominations will be accepted

- Outstanding Graduate Award
- Diversity Achievement Award
- Leadership and Service Award
- Research Grant Award \$300
- Our nominations and elections are beginning to take place. For 2018-2019
 - Past President- Shannon Kakkar
 - President- Vanessa Patton-Scott
 - President-Elect- Miranda Mayo
 - Treasurer- Susan Branco
 - Secretary- Don’Nika Jenkins

MCA Bylaws Report January 2018

Committee Members: Missy Wheeler (Chair), Monica Band, Lynn Duffy, Shannon Kakkar, Jacqueline Jacobs, Mala Hosmane

Current Business:

The Bylaws committee held a vote for 2 proposed by laws changes and the addition of a state division of Counselors for Social Justice. All amendments passed. The vote is as follows:

1. Combine the separate Bylaws and Policies Committees to form one Bylaws and Policies Committee responsible for maintaining a current and continuing file of active policies of the Association. The Bylaws and Policies Committee shall receive proposals for amending the Bylaws and shall present proposed amendments to the Executive Board.
 - Yes-33
 - No-2
 - Abstain-2
2. Proposed Amendment to Article VIII: Committees- Change the name of the CEUs Committee to the Credentialing Committee.
 - Yes-29
 - No-4
 - Abstain-4
3. Proposed addition of the Maryland Counselors for Social Justice
 - Yes-32
 - No-1
 - Abstain-4

New Business:

In search of new committee chair.

Goals for Future:

Continue reviewing Bylaws to ensure alignment with ACA and other state/national divisions.

MCA President-Elect Report 05/08/2018
Cathie Eaton

2018 Conference:

- Completed walk through of BWI with Chair Eunice Humphrey
- Planning meeting on 05/06/18 discussed pricing and how to fill Friday's rooms with additional PDIs.
- Eunice is putting finishing touches on Flyers for Keynote
- Looking for a few more proposal reviewers
- Opening up Call for Award Nominations
- Board members are expected to attend board meeting Friday evening during conference
- Next Conference meeting June 7 at 8pm via Zoom
- If you want to support the Conference Committee, please contact Eunice.

Attended ACA Atlanta:

- Worked at the Southern Region Booth to meet and greet attendees
- Attended Southern Region Meeting and ACA General Membership Meetings
- Networked with Pres-Elect of both Virginia and New Jersey to hold joint events in the coming year.
- Fabulous MCA social co-sponsored by NECA and Johns Hopkins University.
- Attended NECA Leadership Training event as a new Trustee
- Followed up on connections from people wanting to get more involved with MCA.
- Supported Past-President Christian Chan on his Emerging Leader Award
- Received Government Relations Award from AADA division for my advocacy work on behalf of LCPCs for Medicare reimbursement.
- Joined ACA Task Force on Counselor Compensation

Other tasks

- Reached out to our less active divisions: MACES and MASERVIC
- Created new leadership for those divisions
- Exploring leads for new leadership positions for 2018-2019
 - Recommendations from Board appreciated
 - Looking for committee members, chairs, & division leadership
- Working on new MCSJ division
 - As an affiliate (awaiting full ACA approval) can we begin memberships?
 - MSCJ is planning at least 5 workshops this year and is ready to get started!
- Drafted a 2018-2019 budget, which will be ready later this week for our Budget Meeting (TBD--middle/end of May) to prepare for vote on June 9 Face to Face Meeting.
- Shared Organizational flow chart with Membership and Newsletter Chairs
- Followed up with Accountant for how to apply for 501-c-3
 - Recommended create Trademark Name for MCA

- Recommended lawyer to assist with 501-c-3 application
- Need to investigate costs
- In search of a volunteer to find an Insurance Broker to explore offering health insurance to our membership at a group rate as an added benefit

Thanks to everyone's support and energy for making MCA a growing organization!!