



MCA Board Meeting
 6600 Cradlerock Drive
 Columbia, MD
 October 6, 2018
 1-5pm

Board Members	
1) *PRESIDENT (18-19)	Catherine "Cathie" Eaton
2) *Past President (17-18)	Karol Taylor
3) *President-Elect	Ajita Robinson
4) *Executive Director	OPEN
5) *Secretary (17-19)	Janelle Bettis
6) *Secretary-Elec	Melissa Wheeler "Missy"
7) *Treasurer (16-18)	Shannon Kakkar
8) *Treasurer- Elect	OPEN
9) *Member-at-Large	OPEN
Divisions	
10) *MACES PRESIDENT (2018-2019)	Sara Pula/ Vicki
11) *MASERVIC PRESIDENT (2018-2019)	Carol McGinnis- late
12) MAMCD PRESIDENT (18-19)	Michelle Chaney
13) *MCDA PRESIDENT (18-19)	Ebony Tara – Lucinda N
14) *MAMFC PRESIDENT (18-19)	Vanessa Patton-Scott – Treasurer- Sends regards
15) MALGBTIC PRESIDENT	Lia Bostian- Sergio
16) MCSJ President (18-19)	Chioma Anah- Don
17) Committees	
18) *MCA Emerging Leader Chair (18-19)	Don Trahan
19) Emerging Leader (18-19)	Kenya
20) Emerging Leader (18-19)	Annyck
21) Emerging Leader (18-19)	Keith
22) Walden Intern	Grace Abraham Lewis
23) *Advocacy Chair (18-19)	Janice Toothman

24) Awards Chair (18-19)	
25)	
26) ByLaws Chair (18-19)	Carol McGinnis
27)	Daniel Fleshner
29) Credentialing Chair (18-19) Perri Hooper	
28) Newsletter Chair (18-19)	Michelle Schoonmaker
29) Program Planning Chair (18-19)	Eunice Humphrey
30) *Public Relations (18-19)	Carolyn Owens
31) *Registrar Chair (18-19)	Marilyn R
32) *IT Webmaster(18-19)	OPEN please use Lisa Oliver (Virtual assistant)
33) iArchives (18-19)	OPEN
34) MSCA Liaison	Ileana Gonzalez
35) LCPC-M Liaison	OPEN

Quorum: Y/N Yes- 7 out of 13

The MCA meeting was called to order at 1:15pm on Saturday, October 6, 2018. President Cathie Eaton presided. MCA members present for all or part of the meeting are listed above.

Approval of Today's Agenda: Janelle makes motion to approve August and September minutes, seconded Missy.

Approval of Past Meeting (Aug and Sept) Minutes: Motion passed

Old Business:

- Conference Update (Eunice)
 - o Conference committee is encouraging people to register for conference. We have lots of swag- bags, pens, new table runner. Each division can bring 5 people at a discounted rate (Friday for 150, 175 for Fri, Sat, & Sun). Currently, at 93, our goal is 150-175. Please email Eunice, there are tasks that are needed to volunteer at the conference (registration, break and set up, "make it take it" table, selfie wall); talk Eunice if you have not registered but want to still help. Divisions will share a table at the conference. Collaboration on social hour will be on Saturday- battle of the divisions. Nonmembers can come as well to enjoy themselves- will have membership applications. Please email Janelle to get connected.

Conference committee is providing \$5 discount if members do not take printed day programs (can use for off t shirts, or next year's conference fee). Hotel rooms are still available and open until 10/11/18 (17 for Thursday, 8 Friday, 8 Sat; 2 Sunday).

Discussion regarding conference planner(s) and President to have their hotel paid for Thurs-Sat at conferences. **Missy made a motion to have the conference hotel paid for the President and conference chair(s) for each annual conference, motion seconded by Don. Motion carried.**

- SOP for setting up Workshops/Conferences
 - o Tabled for December meeting.

MCA Executive Committee

Officer's Reports:

1. President Report (Cathie)

In the last few weeks, solidified our marketing strategy for our Annual Conference and noted growing edges for future conferences. Please, encourage colleagues and students to attend our conference!

Additionally, Cathie has communicated with Exec Board members on status of changing banking information and individual projects of 501-c-3 application, updating membership brochure and SOP manuals, and to begin to explore new Exec Director candidates.

Cathie met with emerging leader, Kenya Kirkland and look forward to meeting with MCA's other emerging leaders soon.

Cathie talked with Dr. Marion Tosca and scheduled a webinar for MCA/MALGBTIC for Sat Jan 19, 1pm EST.

Looking ahead after conference, MCA will host or co-sponsor at least 3 more workshops. Tentative plans with NJCA, VCA, MSCA and Cathie will continue to explore other opportunities with AMCD, NECA, and ACC.

Cathie preparing for Southern Region quarterly meeting next week. Applications for Branch Awards have not yet been posted, and Cathie has contacted SR Chair Naomi Braham to find out more information.

Thank you for sharing your time and talents as MCA members!

2. President-Elect's Report (Ajita)

Ajita drove to Baltimore and physically dropped off another copy of forms in hopes that they will actually be processed this time so that MCA can move forward with changing to non-profit status.

Ajita reached out to Dr. Felicia Pressley and Dr. LaNail Plummer and secured their headshots for social media posting and marketing. Both

have agreed to post about their topic and the conference on social media at least twice.

Cathie and Ajita met to discuss planning next year's conference.

3. Past-President's Report (Karol) (*via phone for report)

- a. Cathie and Karol are meeting via telephone to discuss MCA business. Karol has asked a number of Executive Committee members for suggestions and ideas on individuals who would be able to fulfill the following open positions:

President Elect

Treasurer-Elect

Secretary-Elect

Karol's intention is to manage the MCA/Divisions table at the Conference with a sign-up sheet for individuals who are interested in running for office or other membership opportunities. Karol will have copies of the brochure developed by the Membership Committee to distribute and will encourage conference attendees to sign up or to consider running for open positions. Karol's intention is to leave the Conference with a full slate in place.

Karol is asking each Board member: "Please reach out to individuals whose organic skills you believe will be a good "fit" for each of the above-listed positions. If you identify someone who is interested, please approach them first, get their permission, and then refer them to me. I currently have one person who is willing to run for President-Elect, but it would be nice to make it more competitive by having two people run if possible. One of the things I have noticed is that an organization appears to be more viable if there is more than one person running for an office. So, let's do what we can to continue to enhance MCA's position as a highly professional organization that is attractive to all types of counselors. We want to make Executive Committee selections in MCA a highly sought after and highly regarded."

4. Treasurer (Shannon)

- a. Treasurer Report: Last statement balance 10/5/18: \$26,629.14

"Updates: I currently am the only signee on the PNC account, and I now have the debit card in hand! I have closed all the other cards and taken off the old signees. This has taken multiple trips to the bank. We are hoping to add Cathie and Ajita as signees on the account as well until we have a treasurer elect.

I do not have access to the Capital One account as they are making updates to their current operating systems and so could not add me. I will have to call periodically until I find out when they can add me as

they didn't know when that feature would be available to them. They hope by the end of the year.

Please remember to use the latest voucher form and to use the correct codes from the coding expense PDF when submitting vouchers for reimbursement. Reimbursements are all paid out once a month on the 15th . Anything submitted after the 15th will have to wait for the following month.

5. Secretary (Janelle)- No Report
6. Secretary-Elect (Missy W.)- No Report
7. Member-at-Large's Report (vacant)
8. Executive Director (vacant)

MCA Standing Committees Conference Reports

- 1) Newsletter (Michelle S/Jazmone)
 - a. Submission's due **October15th**
- 2) Public Relations/Social Media (Carolyn)- No report
- 3) Membership (Kerri)
 - a. Kerri is reaching out to schools to recruit members. A new brochure has been updated by Cathie and Karol.
- 4) Advocacy (Janice)
 - a. Feb 7th is Advocacy Day. Janice would like anyone who is interested to help, feel free to reach out to Janice. If there are legislations that a division wants to put forth, please email Janice. There will be Save the Date's put into the bag at the 2018 conference.
- 5) IT Webmaster (OPEN) Please use Lisa Oliver, Virtual Assistant if needed
- 6) Bylaws (Daniel)- No report
- 7) CE/Credentialing (Perri H.)- No report
- 8) Program Planning (Eunice/Marilyn R.)
 - a. Can still accept poster presentations from students. Space is available, Oct 16th. Janelle will send out email to professors.
- 9) Emerging Leaders and Graduate Student (Don)
 - a. EL attending meeting and matched with mentors.
- 10) Awards (Carol G.)
 - a. Meeting in the next two weeks, will not be elicited until after conference. A banner will be at the conference, so individuals can be nominated. Gala will take place on Thursday, April 25th. If you have any ideas let Carol know.
- 11)Registrar (Marilyn R.)
 - a. Working with Karol to match presenters with registrations.
- 12)Archives (vacant)

MCA State Divisions **Division Updates**

17. MAMCD (Michelle C.)

- a. Workshop coming up next weekend- trying to recruit and put self on social medial newsletter and brochure developed; Second workshop coming up; April conference- "straight talk: mental health awareness"

18. MACES (Sara P.)

- a. Now have 8-member board, recently filled aware committee position. Mission statements and Facebook and linked page developed. Working toward conference in Feb, topic MC and self in counselor education and supervision. The Board is now an 8-member board with the recent addition of Dr. Courtney Conley of Argosy University at the Chair of the Awards Committee.

We established a 2018-2019 calendar of meetings and an annual conference. We completed our Mission statement and are adding that to our social media platforms. We will be releasing a statement on the weekly email for Monday, October 15th regarding MACES, mission/goals, and membership. We are working on a Newsletter piece for the November/December newsletter.

We will have a strong presence at the MCA conference in November, requesting a table for MACES, and participating in the Battle of the Divisions. We hope to have promotional materials for MCA and for our annual conference.

Our anticipated conference date is February 23 , 2019 and the theme will be on multiculturalism and self-care in counselor education and supervision.

19. MASERVIC (Carol G.)

- a. Second Saturday in November workshop will occur.

20. MCDA (Ebony T.- Lucinda in lieu)

- a. Had two meetings so far and have new board members. Focusing on increasing membership, will share information about upcoming conference. Lisa Oliver is resigning s virtual assistant, if have suggestions or give referrals please reach out to Lucinda or Ebony.

21. MAMCFC (Keesha Vines/Miranda Mixon)

- a. Welcome Keesha as Secretary. Vanessa will be back shortly, after maternity leave. Maryland Association of Marriage, Couples and Family Counselors (MAMCFC). We are working on the webpage for MCA's website for submission to Lisa Oliver within the next couple of weeks. We are working on ways to increase our membership: Mailing postcards to members and following up with an e-mail link survey of their needs and ways to get them involved, Hosting a workshop/conference in February 2019 to include CEs., Hosting a Spring Social, possibly partnering with MCA or another Division's event, Inviting members to participate with Board in a Community Service event (feeding the homeless, clothing drive for families) and posting pictures on website. We extended the date for MAMCFC Awards deadline for nominations to end of November. Awards will be presented at February 2019 workshop/conference. We elected a new Secretary: Keesha Vines.

22. MALGBTIC (Sergio/ Perri)

- a. Dr. Marion Toscano will be doing a webinar based on dissertation related to resiliency and LGBTQIA+ population Jan 19th 1pm EST.

23. MCSJ (Don/ Chioma A.)

- a. MCSJ Accomplishments/Progress in July, August, and September
MCSJ Bylaws completed on 2/26/2018 and sent to MCA for membership vote. MCA officially approved MCSJ bylaws on 5/8/2018. MCSJ Leadership/Board Members: All the seats are filled. MCSJ Monthly Meetings: July 1, 2018; August 4, 2018; September 8, 2018; Next meeting scheduled for October 20, 2018. MCSJ has had 2 workshops: (August 18, 2018; September 22, 2018). Membership as of October 1, 2018 is 35 Members. MCSJ Newsletter went out September 1, 2018. MCSJ Social Media/Communication are developed (LinkedIn; Facebook; Twitter; Email; P.O. Box address). MCSJ Website is <https://mdcounselorsmcsj.wixsite.com/mcsj>.

MCSJ is a new Division of MCA, and a Branch of CSJ, that officially began on July 1, 2018. All positions have been filled on the MCSJ Executive Board. Committee Chairs positions filled include; Membership & PR, Community Outreach, and Social Justice Advocacy. We are always in need of people to help and volunteer their time to our Division. MCSJ has had productive monthly meetings with about or over 80% attendance for most meetings. Our first meeting was on July 1, 2018, and it was a face-to-face meeting. Subsequent meetings (August 8th and September 8th) have been via teleconference. Meetings will continue monthly in adherence to the bylaws.

MCSJ has hosted two workshops at the Johns Hopkins University in Baltimore, Maryland: 1. Examining Intersectionality, Privilege, & Oppression: Strategies for Counselors to Enhance Multicultural & Social Justice Advocacy. Presenters: Dr. Chioma Anah and Kshipra Jain. 2. Law Enforcement & Counseling: Courageous Conversations about How Best to Serve the Community & Clients. Presenter: Perri Hooper.

MCSJ Report (July, August, September 2018). (Student Membership-15; Board-Student-3; Professional Membership-9; Board-Professional-6; Executive Board-Professional-1; MCSJ Associate Member-1). We will continue to focus on our efforts to increase membership.

MCSJ published its first Newsletter on September 1, 2018. Theme was, "What does Social Justice Mean to you." The newsletter was well received on MCSJ's social media platforms, LinkedIn, and endorsed and supported by Counselors for Social Justice (CSJ). Upcoming MCSJ Newsletter publications (December 1, 2018; March 1, 2019; and June 1, 2019).

MCSJ Social Media/Communications:

MCSJ is on Twitter- @mdcounselormcsj (46 followers)

MCSJ is on Facebook- @MarylandCSJ (61 followers)

MCSJ is on LinkedIn- Maryland Counselors for Social Justice (MCSJ) (15 followers)

MCSJ Email: mdcounselorsMCSJ@gmail.com

MCSJ Mailing Address: P. O. Box 5631 Baltimore, MD 21210

**MCSJ will continue to increase its social media presence and followers.

MCSJ Website: MCSJ has a very active and informative website.

Information regarding workshops and resources for those workshops are available and also included on the website. All upcoming announcements and events will also be posted on the website. People are also able to join membership on the site.

MCSJ Upcoming Events/Announcements

Upcoming Events at a Glance:

- First Annual Conference; April 27, 2019
- MCA Conference: Representatives will be available to pass out brochures; MCSJ Board

Members will be presenting on their own educational sessions & roundtables.

- Continued monthly meetings (both teleconference & face-to-face).
- Next MCSJ Newsletter- Published- December 1, 2018
- One workshop in December 2018 or January 2019
- Community Outreach- Immigrant/Refugee Issues; Homelessness; Law Enforcement/Community Policing & Counseling; The African American community and Counseling; Mothers who have lost children to violence in Baltimore.

MCSJ Report (July, August, September 2018) - Dr. Chioma Anah. Several of MCSJ Board Members will be presenting at the MCA Conference on Sunday, November 4th: Perri Hooper; Dr. Don Trahan; Dr. Chioma Anah, Evan Velleman, Rebecca Schaffner, & Jasmine Templeton. Please come out and support them.

Monthly meetings will continue, in accordance to the MCSJ Bylaws. Next MCSJ Newsletter- Published- December 1, 2018 (subsequent issues- March 1, 2019 and June 1, 2019).

MCSJ has one workshop coming up in December 2018 or January 2019. The title, date, time, and location, to be determined at a later time. We will also continue to support and promote workshops from other organizations that promote social justice advocacy themes. MCSJ has a lot of community outreach and advocacy initiatives coming up. Issues tackled will include: Immigrant/Refugee Issues; Homelessness; Law Enforcement/Community Policing & Counseling; the African American

community and Counseling; Mothers who have lost children to violence in Baltimore. Stay tuned for them in the upcoming months. MCSJ is very happy with its progress and look forward to the many possibilities of improving and growing this Division in the upcoming months. Thank you all for your continued support. Stay tuned.

New Business:

- 2pm MCA 101 (Cathie)
- Review SOP manuals--postponed
- 3pm-5pm Leadership Exploration with Ed Reed

Meeting called to end at 5:10pm.

Future Board Meetings:

Nov 2 Face to Face meeting 7pm BWI Hotel
Nov 3 Membership Meeting 6pm BWI Hotel
Dec 13 7:30pm-9pm via Online
Jan 17 7:30pm-9pm via Online
Feb 21 7:30pm-9pm via Online
Mar 16 Face to Face meeting Laurel 1-4pm
Apr 11 7:30pm-9 pm via Online
May 16 7:30pm-9pm via Online
June Leadership Retreat--TBD
