



MCA Board Meeting via Zoom
September 20, 2018
7:30pm-9pm

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

24) *Advocacy Chair (18-19)	Janice Toothman- sends regards
25) Awards Chair (18-19)	
26) ByLaws Chair (18-19)	Daniel Fleshner
27) Credentialing Chair (18-19)	Perri Hooper- sends reegards
28) Membership Committee Chair (18-19)	Kerri Legette – sends regards
29) Newsletter Chair (18-19)	Michelle Schoonmaker
30) Program Planning Chair (18-19)	Eunice Humphrey- sends regards
31) *Public Relations (18-19)	Carolyn Owens
32) *Registrar Chair (18-19)	Marilyn R- sends regards
33) *IT Webmaster(18-19)	Lisa Oliver (Virtual assistant)
34) iArchives (18-19)	OPEN
35) MSCA Liaison	Ileana Gonzalez
36) LCPC-M Liaison	OPEN

Quorum: Y/N

Call to Order: Meeting called to order by President, Cathie E. at 733pm.

Approval of Today's Agenda: Approval of today's agenda will be postponed to next meeting.

Approval of Past Meeting (Aug) Minutes: Approval of today's agenda will be postponed to next meeting.

Old Business:

- By-Laws
 - o Daniel is spending time familiarizing himself with the bylaws and upcoming changes. Daniel and Cathie have worked to complete a PowerPoint that will be available to membership for review and vote at the 2018 conference. If you have questions feel free to reach out to Daniel
- Conference Update (Eunice)
 - o Please register and reach out to others as well.
- 501-c-3 Application
 - o Ajita is waiting for the State of Maryland to process the paperwork, she will follow up. Once that process is completed MCA can move forward with the accountant.
- SOP for setting up Workshops/Conferences
 - o Janelle is continuing to work on the SOP.

New Business:

- Collaboration with The Chicago School
 - o The Chicago School in DC is open to hosting MCA events. Janelle will clarify with university contract information and rates.
 - o Ileana is also able to host events at John Hopkins University- Baltimore. Parking is \$6.

MCA Executive Committee

Officer's Reports:

1. President Report (Cathie)

- a. Cathie is excited for all new members and to meet the new emerging leaders. She attended the free webinar by Christian C that focused on strengthening divisions, there is 1 CE available. Cathie presented at ACC in Clearwater Florida, and was able to meet up with MCA members, Loyola colleagues and connect with presenters for future workshops. Cathie is collaborating with Eunice and Marilyn for the 2018 conference. Glitches with registration have been fixed. Cathie contacted Lisa O. to update MCA website and advocacy page. Cathie is working with Carol M. and MASERVIC to increase leadership in MALTGBIC and hold a workshop. Cathie working with MAMCD- with their workshop next week. Cathie is looking forward to supporting leaders, thank you Carolyn O- LinkedIn, Twitter, Facebook.

For the in person meeting on October 6 Cathie is requesting each Division update the MCA calendar with national events, complete and submit SOP. The board will review SOP's at in person meeting. In addition, each division and committee present a quarterly written report, this will be helpful for formulating the annual report. If you have any questions reach out to Cathie.

2. President-Elect's Report (Ajita)

- a. Ajita has updates regarding the meeting platform rate. She is excited about conference planning.

3. Past-President's Report (Karol)

- a. Cathie and Karol are meeting via telephone two to three times per week 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 intention is to "man" the MCA/Divisions table at the Conference with a sign-up sheet for individuals who are interested in running. 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. Please send Shannon your reimbursements by the 15th of each month.
5. Secretary (Janelle)
 - a. Please submit your SOP to Janelle by October 1.
6. Secretary-Elect (Missy W)- No report
7. Member-at-Large's Report (vacant)
8. Executive Director (vacant)

MCA Standing Committees Conference Reports and Updates

- 1) Newsletter (Michelle S/Jazmone)
 - a. The next deadline for the newsletter is October 10/15. Michelle will send out an email soon for submissions. Divisions and committees can have aids or submission for free. The newsletter will come out end of October/November.
- 2) Public Relations/Social Media (Carolyn)- no report
 - a. If you have any advertisement contact Carolyn
- 3) Membership (Kerri)
 - a. Committee is working on updating membership flyer for conference
- 4) Advocacy (Janice)- Feb 7th in Annapolis
 - a. Advocacy Day will be Feb 7, 2019. Advocacy Committee will have a conference call next Tuesday, September 24 at 6:30PM (Free conference call number: 1-605-562-0400/)Access code: 119 1271. Anyone interested in working on submitting Advocacy blurbs, writing letters to legislators and preparing for February 7 please join me on the call. All are welcome!
- 5) IT Webmaster:
 - a. Please use Lisa Oliver, Virtual Assistant if needed
- 6) Bylaws (Daniel)
 - a. *Addressed in Old Business
- 7) CE/Credentialing (Perri H.)

- a. If you have workshops let Perri know so she can step up the sign in sheets
- 8) Program Planning (Eunice/Marilyn R)
 - a. Please register for 2018 conference
- 9) Emerging Leaders and Graduate Student (Don)
 - a. Kenya, Rachel, and Annyk introduced selves to MCA board. Don reports all of emerging leaders are paired and have contacted their mentor.
- 10) Awards (Carol G.)
 - a. Carol has tentatively started working on the website. Looking at having the awards banquet on 4/25 Thursday. She is looking for place to hold the banquet at a restaurant possibly in the Columbia, Annapolis area. Call for awards will be announced at conference with Jan/Feb 2019 deadline. Miya G will be assisting Carol with awards and MASERVIC. Planning to showcase award options at conference.
- 11) Registrar (Marilyn R.)- no report
- 12) Archives (vacant)

MCA State Divisions
Division Updates

- 17. MAMCD (Michelle C.)- no report
- 18. MACES (Sara P) Vicki
 - a. A new board member has been added, division met on Sunday to complete their mission statement. Division working on PR and increasing membership.
- 19. MASERVIC (Carol G.)
 - a. Miya G agreed to be Treasurer. Joel P is also helping. MASERVIC website updated, first conference will be 11/10 focused on challenging discussions at the Thanksgiving table. The conference will be held at Loyola and is free. Working on putting together a webinar soon. Will have 3 workshops in the spring.
- 20. MCDA (Ebony T.) no report
- 21. MAMFC (Vanessa P.) no report
- 22. MALGBTIC (Lia G.)
 - a. Division is working with national division to increase leadership, and working with Loyola to identify speakers for future workshops.
- 23. MCSJ (Chioma A.)
 - a. Division holding workshop this weekend.

Meeting adjourned by President, Cathie E. at 8:21pm.

Future Board Meetings:

****Oct 6 Face to Face Meeting 1-5pm at the Howard County Library, East Columbia Branch, Clifton Meeting Room B, 6600 Cradlerock Way, Columbia, MD 21045 and will include brief leadership workshop by Ed Reed**

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
