



MCA Board Meeting and Leadership Retreat
June 9, 2018
10am-12pm & 1pm-5pm
Savage Library Branch
9525 Durness Lane
Laurel, MD
Albert Einstein Classroom

Call to Order: Meeting called to order by President, Karol T. at 1020 AM.

Attendance: Karol T., Cathie E., Janelle B., Lia G., Mikayla A., Shannon K., Michelle W., Marilyn M., Cathie E., Susan B., Missy W., Chioma A., Evan V., Miranda M., Marybeth H., Jazmone T., Vanessa P-S., Sara P., Glenda D., Eunice H., Sarah G., Vicki M., Mala H., Grace AL., Marilyn R.

Absent: Rita J., Mikayla A., Cyndi C., Perri H., Rebecca S., Christian C.

Approval of Today's Agenda: Motion to approve agenda made by Cathie E., Vanessa P-S seconds the motion.

Approval of Past Meeting (May) Minutes: Motion to approve May minutes made by Janelle B., Shannon K. seconds the motion.

MCA Executive Committee

Officer's Reports:

1. President Report (Karol)

Karol began meeting by having all members introduce self and welcome all new members. Karol reports Marilyn M. won award during this fiscal year, and was integral in updating the website. MCA now has a virtual assistant, Lisa O. who will update the website to keep it professional. Committees have the option of having a webpage that can be used to populate members for the committee. It is important to only have information that is static due to cost of changing items on the website i.e. jobs, workshops, board/committee information. Karol had

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

MCA had a 3 day full 2017 conference and brought an international known key speaker for the anniversary. The 60th anniversary graphic was developed during Karol's presidency. At the conference, board members used lanyard and badges for the conference to differentiate who is on the board etc.

Since the November conference, MCA has been holding an event that provided 1 CE per month. MCA partnered with PsychCom for a workshop and gained money for MCA. Netted \$460. MCA may want to consider future partnerships for CE offered events.

Karol compiled the (missing) list of Presidents since the 1958 charter.

Worked collaboratively to reestablish an annual Advocacy Day for MCA.

Worked with President-Elect to transition her to new role.

Continued in Immediate Past President's footsteps by insuring bylaws and Robert's Rules were followed.

2. Treasurer (Shannon)
Shannon K. is now transitioning as Treasurer. Shannon wants to plan a meeting for all treasurers within divisions.
3. Executive Director's Report including 2018 Spring Training (Marsha)
No report.
4. Past-President's Report (Christian)
No report.
5. President-Elect's Report (Cathie)
No report.
6. Member-at-Large's Report (Sarah G)
Sarah had questions about the results about the vote for Executive Director. Sarah encourages someone to do training for Roberts Rules of Order to ensure meetings run smoothly and accurately. She emphasized the need for communication to ensure changes are relayed appropriately.

MCA Standing Committees Conference Reports and Updates

- 1) Newsletter (Michelle S/Jazmone)

Jazmone reported the summer edition of the newsletter came out May 15th. The new edition of the newsletter is scheduled to come out in October. Please send articles to the newsletter committee.

2) Public Relations (Marybeth/Emily)

Emily and Marybeth are stepping down from position after six years of service. They celebrate having 500 followers on Facebook. MCA also have a LinkedIn, and Twitter. On Facebook members are more active. The email blasts will continue. Some members are confused about the CE's included in the weekly digest, clarification is given that the digest is a resource list. They encouraged MCA to be mindful of jobs posted as indirectly MCA is promoting those positions/events. Marybeth encouraged MCA to reach out to other state organizations to have a perspective of what's going on in the field. She has given an award MCA received in 2012 to Janelle B. Carolyn Owens agreed to promote MCA events on Social Media, chair position is currently open.

3) Membership (Kerri)

No report. Emailed update.

4) Advocacy (Rita)

No report

5) Technology (Marilyn Maze)

Lisa Oliver is now the webmaster; please send all requests to her.

6) Bylaws (Lynn Duffy)-no report

Lynn D. checked in with ACA for recent update.

7) CE/Credentialing (Michelle W.)

Michelle is stepping down from CE chair; Perri H is transitioning to new position. Michelle updated google poll, so we are able to plug in sessions to make the process easier. She submitted the audit to NBCC in January, have not heard any feedback since then.

Michelle recommended that the next chair be organized with keeping records of advertisements (can use MCA google drive), when anyone is promoting an event with CE's the flyer needs to have the number of hours, the CE chair needs to be included. The divisions are giving CE's through MCA's ACEP number so the CE chair needs to be informed.

8) Program Planning (Eunice H/Marilyn R)

Eunice is prior MSCA conference chair. She is putting together the schedule for proposals and by this weekend, the committee will send out acceptance emails. She is looking to have innovative registration ideas such as buy 1 registration get 1 half off. Marilyn R helping with swag for the conference.

Please reach out to Eunice if interested in being on the conference committee. The committee typically meets over the phone. Eunice is looking to try a new Saturday night activity i.e. division vs division, scavenger hunt, trivia. The next meeting for the conference committee is working on the deadlines to send out to board. Eunice/Marilyn R. can also help with division events as well.

9) Emerging Leaders and Graduate Student (Sara Pula)

Sara reports this is the third round of the EL program. This year there were 9 applicants, which is the most ever. Currently, looking for mentors for EL's; mentors will either have a masters or doctoral level student and be matched to a mentor according to goals, meet 1/x per month in person or virtually and guide EL through the process. Sara is moving to new position beginning July. EL's will be announced in July.

10) Awards (Maya) Resigned, open position.
No report.

11) Registrar (Miranda)

Miranda is stepping down from position. Miranda agreed to continue to support new registrar at conference.

MCA State Divisions
Division Updates

17. MAMCD (Tonya)

MAMCD is having their awards ceremony today, Karol T. will attend.

18. MACES (Sarah P)

Sara is transitioning to new position as president, July 1. She is flushing out board members currently. Please reach out if interested. She is working on getting the division re-energized and reinvigorated. She would like to have training during the year- at least two.

19. MASERVIC (Open)

20. MCDA (Sabira)

No report.

21. MAMCFC (Shannon)

Shannon reports this year's accomplishments. The division was re-launched division, bylaws were resubmitted bylaws and given feedback. Currently working with international division as well to get approved. Christian C. has been essential to guiding division. Continue to work on getting the history of the division. Division will use MCA google drive to reports. Shannon submitted reports and attended all board meetings. The SOP has been submitted for the division. A vote occurred and as a result the division

changed the name to be more inclusive. A social occurred on Jan 19th. Partnered with MAMCD on spring conference. Continue to populate the website. New awards were developed and research grants offered (\$300). The division is fully funding, Miranda, President Elect-Elect to attend the Institute for Leadership Training by ACA.

22. MALGBTIC (Lia)

Lia reports this is the divisions second year. This year advocacy was the main focus, informing membership and MCA membership about various issues, and statements requesting support for contact representative i.e. transgender military ban, legislation conversion therapy. The division connected with university of Maryland. UM is doing a grant with CDC regarding new tools for LGBT counselors. Um is requesting a letter of support for this and consumer advisory board position during grant- Lia has volunteered for this position. Division will continue developing social consulting group, list of counselors who are self-identify as safe and affirming counselors who work with LGBT clients and populate the website. The division continues to need leaders, please let Lia know if you are interested in being a board member. Division is planning a workshop in September.

23. MCSJ (Dr. Anah)

Division has all board positions filled. Dr. Trahan will be president-elect. Division continues to look for committee members, please reach out if interested. The division is doing a lot of work in Baltimore City. The student representative- Evan was introduced. Division is working to launch the by July 1st. Workshops will happen throughout the year.

Old Business:

- Results of Vote for Executive Director
 - o Vote was held in accordance to ByLaws
 - o Executive Committee Vote did not renew Marsha R. as Executive Director.

New Business:

- 2018-2019 Budget
 - o Cathie E. went through budget. Membership will be increased: Professional \$75, students increase by \$3-5. Membership rates have not increased in last 5 years; suggest gradually increasing by \$5; Division rates haven't increased in a while as well.
 - Discussion:
 - What are other organizations doing it?
 - Increase MCA marketing- perhaps members can get percentage off?
 - Identify benefits of being a member?
 - Increase of membership rates- 5 for students, 10 for professionals, possibility of new professional

- MCA wants to continue having workshops during the year.
- Suggest marketing to agencies not just students.
- **Cathie made a motion to increase student annual rates by 5\$, professional annual rates by 10\$; add new membership category of new professional LG this year will increase annual fee July 1st status to \$45; Sarah G second**
 - **Yes- 5; No-0; Abstain- 0**
- Need to stay in contract with hotel, Eunice working with hotel to work on best option to use space
- **Motion made to accept proposed budget of 25,000 made by Cathie, Janelle B seconds the motion.**
 - **Yes- 5; No-0; Abstain- 0**
- 501-c-3 application
- Open Positions and new appointments for 2018-2019

1214pm- Stopped for lunch, signed get well card for Ed Reed

Meeting began again at 107pm. There are not enough board members to have a quorum to continue voting on budget. Meeting ended and leadership training begun.

MCA Leadership Retreat
1pm-5pm
Facilitated by Marilyn Maze

Leadership Training:

Interactive activity completed in small groups exploring leadership styles by Marilyn Maze.

Engaged in discussion with remaining board members about the recent Executive Director vote and expectations of MCA roles. Concerns processed from Board members about transparency and accountability.

Leadership Training Ended 3:30pm

Future Board Meetings:

(Depending on schedule of new President Elect)

July 19 8-9pm via GoToMeeting/online platform

Aug 16 8-9pm via Online

Sept 20 8-9pm via Online

Oct 13 Face to Face meeting Laurel 1-4pm

Nov 2 Face to Face meeting 7pm BWI Hotel

Nov 3 Membership Meeting 6pm BWI Hotel

Dec 13 8-9pm via Online

Jan 17 8-9pm via Online

Feb 21 8-9pm via Online

Mar 16 Face to Face meeting Laurel 1-4pm

Apr 11 8-9 pm via Online

May 16 8-9pm via Online

June Leadership Retreat