

IMHCA BOARD MEETING AGENDA
Saturday, December 3rd, 2011

Primary SKYPE locations: Carol's Office 642 19th St. Suite 202 Marion, IA (by Cedar Rapids) and Des Moines- DMACC-Urban Campus in Building #1 Room 103 (just down the hall from where we had been meeting).

- I. Call to order – 9:00 am
- II. Acceptance of Agenda
- III. Approval of Minutes (Sept Board Mtg) *No Secretary present so Minutes were not read.*
- IV. President's Report
 - Updating of bylaws –Cassandra updates.
 - Carol Charles Rolff recognition ceremony *Jim mentioned that he still needs to send a check for \$250.00 for our participation*
 - Other open Board positions: Newsletter Editor, Student members *Sammie and Jessica Romey visited Drake and a few students expressed interest in participating on the Board. Jim reported that we have had a few student memberships come through as a result of that visit.*
 - Clarification regarding committee positions- everyone on Board put together a brief description of their position –to be used for the next Board member—*Erik reported that he believes he is to assume the duties of Past-President due to Cindy's resignation and withdrawal from the Board. He stated that he would be willing to take on the duty of coordinating the elections. He reported that Jim's second term of Treasurer will be completed in June so, along with the Treasurer, we will need to fill that as well as a new President-Elect.*
--The members discussed the need for more smooth transition between incoming and outgoing Board members. Jim stated a suggestion that each Board member take on the project of developing/updating a Leadership Book for their given position. Erik stated that he will distribute a copy of the AMHCA Leadership book which outlines duties and responsibilities of many of the Board positions.
 - Membership database –update... *Kelly reported that she believes the database is up and running. Jim reported that the database is up and running. He reported that Jenni has requested that the Board members submit a membership renewal on-line live to confirm that all is going well. The Conference registration form is also online at this time.*
 - Renewals sent
 - Brochure for IMHCA-done!

V. Treasurer's Report

--Jim reported our finances. He reported that we have had a great deal of expenses since the beginning of the fiscal year. He reported that he believes that the state of finances highlights the urgent need to increase membership fees and participation in the Annual Conference.

--Kacey reported that she had met with Emily and that the fee for this coming session will be \$5000.00 to be divided between IMHCA and IAMFT.

--Kacey moved and Erik seconded that we approve funds to cover Emily's expenses. Discussion included benefits to our organization. Kacey reported that with the Mental Health Reform. Erik reported other benefits include Emily's reports and presence. Jim verbalized concern that we would be authorizing money that is not in the bank currently. Erik proposed that we can manage this through cash flow. Carol commented that we should honor our commitment to IAMFT for at least this year. Motion passed unanimously.

VI. Membership Report

—Sammie was not present for a report.

--Board members discuss utilizing Facebook and LinkedIn as ways to increase our exposure.

VII. Government Relations/ Legislative Report

--Kacey reported that she was unable to attend the meeting with the IAMFT and NASW leadership. Kacey reported that she met with Emily. Erik reported that he had attended the meeting and that there was general agreement among the group to be open, honest and supportive of each other with regard to upcoming legislative issues. Kacey reported that in her meeting with Emily she had identified needs with regard to the Mental Health Reform as well as other issues related to the allied professionals. There is a meeting with Rep. Renee Schulte on December 14th to discuss the upcoming legislative session.

--Kacey reported that she has been contacted by the Legislative Liaison from ACA to meet with Rep. Tom Latham regarding Mental Health Counselors to be included in Medicare reimbursement. Kacey reported that she will participate in that meeting. Date and Time: TBA

VIII. Ethics Chair Report

-ACA revision—Cassie reported that the 2014 revision committee is soliciting input. She reported that she has given input regarding technological issues.

- IMHCA bylaws—Cassie reported that she had sent out a first draft of some suggestions regarding the by-laws. She reported that she will send her update to the Board members to review. She reported that she has spoken to both the masters and doctoral students at the U of I and that she had given out brochures. She stated her suggestion that we have IMHCA brochures and Conference materials available at upcoming NAMI walks. She

reported that the walk in Iowa City takes place in March which would allow students another opportunity to get the information.

--Cassie reported that she had received an e-mail from an individual member but that it was deemed to be not an ethical issue.

IV. Conference report

Christie—Christy reported that the speakers are mostly lined up—awaiting a few confirmations. There have been two e-mail updates that have gone out. Some of the Board members reported that they have not gotten the e-mails. Christy will follow up with this to be sure everyone is getting e-mails through the listserv. Christy reported that we have a couple of tables for sponsors already confirmed. Christy reported that the sponsorship levels are as follow: Keynote sponsorship \$2500.00; Lunch sponsorship \$800.00; Break sponsorship \$400.00; Name sponsorship \$250.00 and Table \$150.00. Erik reported that we have offered an “Early-Bird” discount of \$50.00. Christy reported that the brochure will go out shortly after the first of the year. Board members are asked that they submit names of agencies or organizations that would be good to mail brochures to directly.

X. Old Business

- Archives-wanted to bring things to the conference /still need to do this—
Carol stated that she will position herself at the door of the conference to gather these items.

XI. New Business

- Monitoring Iowa Mental Health system Redesign - Carol

XII. Upcoming Board Meetings

-April, 13 2012 (at Annual Conference), July 14, 2012, September 8, 2012, and December 8, 2012.

XIII. Adjourn –*Erik moved and Cassie seconded. Meeting adjourned at 11:16 a.m.*