

IMHCA BOARD MEETING MINUTES
Saturday January 16, 2016
9am to 12pm

Attendees:

Don Gilbert (President)	Present
Kristy Johnson- (Past President)	Present
Open (Treasurer)	Absent
Jessica Romey- (Secretary)	Absent
Open Position- (Fund Raising Committee Chair)	-
Sue Heitshusen- (Conference Chair Committee)	Absent
Kacey Peterson- (Government Relations Chair)	Absent
Kenneth Cameron- (Co-Chair Government Relations)	Absent
Kyla Loucks- (Networking and Communication Chair)	Present
Carol Hinman- (Publication Committee Chair)	Absent
Leanna Brady - (Ethics Committee Chair)	Present
Jason Stark- (Website Coordinator)	Present
Jessica Volk - (Membership Chair)	Present
Open- (Nominations Committee Chair)	Absent
Connie Frank – (Member at Large)	Absent
Katie Blair - (Member at Large)	Absent
Emily Michner -(Student Representative)	Absent
Dawn Wirtz (Student Representative)	Present
Courtney Ackerson (member)	Present

- I. Call to order— 9:00 am
- II. Acceptance of Agenda
 - Consensus. Leanna motioned, Kyla second, all approved
- III. Approval of minutes from 10/03/15 board meeting
 - Approved by email
- IV. President/President-Elect Report-Don Gilbert
 - NBCC ANNUAL RENEWAL CE'S cost \$150.00. -??? Don Paid this from his business account, we will reimburse when we have access to checking account.
 - EXTRA: We don't yet have access to checking account; past treasurer, Jim, has not responded to sign over accounts. Don does see statements, no withdrawals; Don will call again and give a deadline of Wed. and then if no response Don will send a certified letter to him.

- INFORMATION: The Iowa state board is moving toward requiring temp licensed people take both tests...NCE and National Clinical MHC test.
- AASBC meeting report; good general information about our association.
- Golf fund raiser committee; Don has been checking other golf courses. Feedback about bringing the event to DSM metro area, general sense that this is a good idea. Maybe Altoona—Terrace Hills, or a city course in DSM.
- PO Box? We need a person to go with Don, maybe Treasurer, possibly Courtney. Don will work on this.
- Supervisor training and certification; State board is considering requiring training for supervisors of LMHC's in training. This is very likely to happen. Don is working on this, hopefully to allow IMHCA to lead this and do the CE's, etc.
- Possible person to be president elect; Kacey Peterson is considering it. Kristy J. suggested we might need a more formal contract for all board members.
- Don will be checking into possibly creating contracts for top 4 positions on board, (president elect president treasurer secretary)

V. Treasurer Report- Courtney Ackerson has been newly appointed

- 2015-2016 budget
- report
- Vote to appoint Courtney Ackerson as Treasurer. / For the fulfillment of the term of the treasurer who resigned.
- Kyla motion
- Dawn Second
- Unanimous decision.
- Don gave the report at this time. [Please get this financial report from Don that he handed out; to put in the minutes.]
- Don said past treasurer Jim wrote him a reimb. Check for AMHCA that was too much, and he reimbursed the difference, and there is a deposit from Don in the account that reflects this.

- We will separate the IMCHA foundation money from regular IMHCA money in our account.
- Don and Courtney will be two signors on the checking account, when we get.
- Accept treasurer report
 - Motion to pass by Leanna Brady, Second by Dawn Wirtz
 - Passed. No opposed.

VI. Secretary Report-Jessica Romey

- No report, continue the process of email for minutes approval

VII. Past President – Kristy Johnson

- Idea from “Please pass the love: award for excellence.” We will give an award like this at the conference
 - Kyla will help get the word out to get nominations. Courtney will get a plaque done. Kyla will be in charge of helping choose
- Award name not determined.
- Whoever wins, payment for a plaque for 1 day at the conference from the IMCHA foundation.
- IMHCA members will nominate, board will vote on nominations to determine winner.
- Motion to pass: Courtney and Second by Kyla
- Motion Carried: None opposed.
- IMHCA notebook –Kristy will put this together for the conference.
 - Everyone on the board will have to write up something about their position. This is information about what IMHCA does. “Education, information, and advocacy.” It is like a portfolio. Kyla will send out assignments and deadlines.
- AMCHA Committee Idea from “Please pass the love: award for excellence.” We will do this at the conference...give an award like this. Kyla will help get the word out to get nominations; Courtney will get a plaque done. Kyla will be in charge of helping choose.

- NBCC Recognition of achievement of IMHCA members; “National Board of Certified Counselors.”

VIII. Web Coordinator Chair Update-Jason Stark

- website update
 - Very soon we will have a new website...hopefully this week or soon after.

IX. Government Relations Chair Update - Kacey Peterson

- Legislative updates
- Medicaid modernization
- only 3 companies left of the 4 for Medicaid privatization

X. Conference Committee Chair Update - Sue

- Update on conference.
- Last year’s winner of free conference Leonarda Decker

XI. Membership Chair Update-Jessica Volk

- Update Facebook, LinkedIn
- -Membership campaign ideas/discussion/ form a committee? –maybe at the conference we will invite people to join such a committee, along with the golf committee, etc.
 - 267 total membership currently, 106 regular, 90 student, 69 unified, 2 retired
- We are going to do a drawing for a kindle at the conference to get people to like and share IMHCA’s Facebook page.
- Jessica and Don will purchase a kindle together; Jessica will figure out how to do this drawing.

XII. Ethics Committee Chair Update

- No update

XIII. Publications Committee Chair Update-Carol Hinman

- 2015-2016 tentative newsletter dates are when?
- Next newsletter? When need information by?

XIV. Nominations Committee Chair Update-

- Update- Julie Hewitt (New Chair)
- Motion to appoint Julie to fill nominations committee chair
- Courtney motion
- Kristy second
- Passed; no opposed
- Scholarship applications and notice went out. (ACTUALLY, it will be out this week.)
- How can we make the scholarship application smoother and more noticed?

XV. Member at Large Update-Connie Frank and Katie Blair

- No update

XVI. Student Member Update-Dawn Wirtz

- Open position

XVII. Fundraising Committee Chair update-

- Golf tournament report- looking for committee chair and committee members
- Must decide where and when so we can publicize at annual conference.
- Would like to take reservations at the conference.
- Would like to have a raffle fund raiser at the conference and give away a good prize

XVIII. 501c3

- Submitted information to IRS

XIX. Networking and Communications Chair – Kyla Loucks

- 1. Revamp all public materials: newsletter, brochures, table display, etc to reflect the website look once it is completed
- 2. Review flyer/postcard with timeline from Kacey to send out to notify members of accomplishments.
- 3. Start membership growth committee

XX. New Business

- Upcoming Board Meetings: 4/11/16, 7/9/16, 10/1/16
- AMHCA leadership Training conference: (before the annual conference).
- We will send president and president elect.
- Jason motion, Second Leanna. Approved; none opposed
- We would like to also send the past president and one other person from the board—to be determined
- Jason motion to do this, Second Courtney. Approved; none opposed

XXI. Old Business

- Automatic renewal IMHCA membership yearly?
- To revisit: Assessment tools sent out to members via email, refer to facebook? (Carol)
- Bylaws update (Carol)

XXII. Adjourn Motion to Adjourn

- Motion by Leanna and second by Courtney. All approved, none opposed.