MCA Board Meeting

Wednesday, February 16, 2022

Via Zoom

7:00 pm.

|  |  |
| --- | --- |
| **Board Members** | |
| **Executive Committee 2021-2022** | |
| 1. \*PRESIDENT (2021-2022) | Sara Pula |
| 1. \*Past President (2019-2020) | Carol ZA McGinnis |
| 1. \*President-Elect (2021 -2022) | Pat Dudley |
| 1. \*Secretary | Danielle LaSure Bryant |
| 1. \*Secretary-Elect | Leslie Holley |
| 1. \*Treasurer | Irene Burks |
| 1. \* Treasurer-Elect | Rebekah Cole |
| 1. \*Member-at-Large |  |
| 1. Executive Director | Cathie Eaton |
| **Divisions 2021-2022** | |
| 1. \*MACES PRESIDENT | Marybeth Heather |
| 1. \*MASERVIC PRESIDENT | Marilyn Spenadel |
| 1. \*MAMCD PRESIDENT | Ricardo Phipps |
| 1. \*MCDA PRESIDENT | Natasha OrtizFortier |
| 1. \*MAMCFC PRESIDENT | Deborah Allen |
| 1. \*SAIGE-MD PRESIDENT (formerly: MALGBTIC) | Call Trevenen |
| 1. \*MCSJ PRESIDENT | Kizzy Pittrell |
| **Committees 2021-2022** |  |
| 1. MCA Emerging Leader Chair/Co-Chair | Marja Humphrey  Mark Bolden |
| 1. Emerging Leader |  |
| 1. Emerging Leader |  |
| 1. Emerging Leader |  |
| 1. Advocacy Chair | Roni White |
| 1. Human Rights Chair | Michael McGee |
| 1. Awards Chair |  |
| 1. By-Laws Chair |  |
| 1. Credentialing Chair | Maya Georgieva |
| 1. Newsletter Chair | Michelle Schoonmaker |
| 1. Program Planning Chairs | Cheryl Fisher  Donnette Deigh |
| 1. Public Relations Chair | Annyck Hamez  Mala Hosmane |
| 1. Registrar Chair | Cathie Eaton |
| 1. Membership Chairs | Atiya Smith |
| 1. IT Webmaster (Virtual Assistant) | Lisa Oliver |
| 1. [[1]](#footnote-1)Archives | Mala Hosmane |
| 1. Professional Networking | Marybeth Heather |
| 1. MSCA Liaison |  |
| 1. LCPC-M Liaison | Danielle LaSure Bryant |

**AGENDA**

Quorum: Y/N \* indicates voting members Y

Approval of Today’s Agenda:  **Motion to approve agenda was made by Irene; seconded Ricardo. Motion passed.**

Approval of September, November, and December 2021 Minutes: Motion was made to set aside approval of Sept., Nov., and Dec. minutes to be approved before the next meeting.  **Irene made the motion. Ricardo seconded. Motion passed.**

Unfinished Business:

* + - * FAQs on web site:
      * Banking/accounting
        + New PNC account
        + Outside audit for past 2 years

**In the process of working with a new bookkeeper. The old accountant was let go. MCA will receive an estimate for auditing services. It was recommended we purchase Quickbook. Division accounts financials are still pending. Cathie received one estimate as low as $10,000 from Suzie Norman (per Karol).**

* + - * Lawyer
      * Liability insurance
      * Open board positions:
        + Member at Large
        + (Irene Burks and Michael McGee interested in 2022)
        + Bylaws Committee Chair

**Cathie reported we may need to have an attorney on retainer for MCA. Alternate insurance for officers was discussed.**

New Business:

* New board members/positions
  + - * + Human Rights Committee Chair—Michael McGee

**From Bowie State Univ. Neuropsychology for PhD program. Has 7 members for the committee and hopes to meet next week. He is looking for mentorship from any and all who can assist**.

* Membership Drive: Atiya spoke about pushing forward a drive for Feb. 20. Trying to go from 500 to 700. Her personal goal is to increase graduate students' membership.
* Proposal for storage system—Lisa Oliver

**Reported on setting up a Dropbox account for MCA for when we are ready to catalog documents. Individual folders can be set up for each committee/division. Cathie provided examples of what should be saved. All minutes need to be posted on the website after approval. MCA mail address should be included. Cathie suggested we put an item on the agenda: what folders should be in Dropbox.**

* SACES in Baltimore Nov 3-5, proposals Jan. 15-March 1

**Marybeth encouraged members to submit proposals for the conference.**

* MCA 65th anniversary annual conference—proposals due by March 31, 2022

**Pat discussed the progress with advertising the conference. She is working on a mini flyer and encouraged others to spread the work. Monthly planning meetings are planned.**

**MCA State Divisions**

Division Updates

1. MACES (Marybeth) – **Having a Supervision Series starting Friday, Feb. 25. An event is planned for each month. A number of registrants are neither MCA nor MACES members. Received the bylaws. Will be meeting with Pres-Elect and Cathie and Mala about future planning.**

2. MASERVIC (Marilyn) – **Marilyn shared it has been an arduous process trying to get a CE program started at Shady Grove. The retreat will not be a CE event. Spiritual support groups may not continue past the summer.**

3. MAMCD (Ricardo) – **This year the committee will host monthly events rather than a winter conference. Currently working on the Spring conference for April 30. Pat Dudly will be the keynote speaker. Spoke to the process of participant consent to record meetings and programs for prosperity, not for home study purposes. Suggested he may want to run this issue by Dan for consultation. Board discussed the issue of participant consent with Zoom recording.**

4. SAIGE-MD (Call) – **Sara reported on behalf of Call that the conference will be held May 14 and 15. Next Wed. is the second support group.**

5. MCSJ (Kizzy) – **Kizzy reported an upcoming writing workshop on March 1 from 1-3pm which already has 36 registrants: How to develop workshop proposals. Feb. 28 will be Restorative Justice Circle from 6:30-7:30. Also preparing for June 24 & 25th 2022 Workshop. Call for proposals will be out soon.**

6. MAMCFC (Deborah) –**Cathie reported on behalf of Deborah the division is looking to increase membership.**

7. MCDA (Natasha) – **Karol reported on behalf of Natasha’s submitted report:** **Held Innovative Job-Hunting Tools for This Digital Age workshop by Suja Joseph from Workforce Development – February 6**

**Let’s Connect the Dots: Work & Life Recovery During Crisis Times by Sujata Ives who presented this workshop for MCA’s 2021 on March 1.**

**MCDA’s half day online conference takes place April 28th,with a face-to-face social event to take place in Columbia afterwards. Location to be determined.**

**MCA Standing Committees**

1. Emerging Leaders (Marja/Mark) – **Michael volunteered to represent the committee when neither Mark nor Marja are able to attend.**

2. Membership (Atiya) – **Still recruiting regional representatives. A graduate student is working with her. Sara reported on a membership campaign drive and the incentives for recommending membership. Starts Feb. 20th.**

3. Program Planning (Cheryl/Donnette) – **Working with Pat for initial Conference Planning meeting.**

4. Registrar (Cathie) – **Cathie reported it has been difficult to schedule things for MCA rather than divisional activities. Cathie wondered if we need to create a stipend for presenters to draw more presenters. Presentation interest has waned perhaps due to more stringent credential criteria from NBCC. A suggestion was made to periodically send out a call for proposals as a way to generate interest and revenue. The notion of paid versus free events was discussed.**

5. Credentialing (Maya)- **Maya echoed the difficulty of getting program approval for NBCC programs. She has been helping anyone who needs assistance with meeting the requirements for promotional materials. She asked if she could find someone who could assist her with her duties with the position. Carol volunteered to assist and suggest Pres.-elect Pat Dudly may reach out as well. Shared a cautionary tale about co-sponsoring NBCC events. Roni made the suggestion of creating a handout for Maya to provide to members that can help with credentialing requirements. More discussion is needed to determine future actions**

6. Awards ( ) – **No report.**

7. Newsletter (Michelle S) – **Michelle shared user percentages from MCA website. She is looking for ideas to increase viewership. An article from a student is highlighted in the current issue of the newsletter. Discussed how she sends out newsletter in various ways/times in an effort to increase viewership.**

8. Public Relations/Social Media (Annyck) – **Annyck solicited assistance with this position such as ELs, graduate students, etc. She has been leading the position for 3 years.**

9. Advocacy (Roni/Brandon) – **Roni thanked those who submitted position letters for HB699. Feb. 28 will be Policy Position Day which can provide ssistance with drafting legislation. Over 30 elected officials are signed up to participate and about 4 MCA members. More are welcomed. Sarah Fox received a shoutout.**

10. Human Rights (Michael McGee) – **Trying to have a workshop or conference in Nov/Dec to commemorate Human Rights month. Has 7 members currently. Wants to collaborate with other divisions as a way to increase membership and activity.**

11. Bylaws () – **These need to revisited to add a new division and another that was omitted.**

12. IT Webmaster – (Lisa Oliver – Virtual Assistant) –

13. Archives (Mala) – no report

14. Professional Networking (Marybeth) **– Mala is assisting with creating an SOP for some Networking activities. Still need information to link to the IG page. Discussed possible future programming and how often to execute. Proposed if we want to charge non-members to advertise job openings. Wants to build out additional opportunities for graduate students.**

15. MSCA Liaison () - **No report.**

16. LCPC-M Liaison (Danielle) - **No report.**

**MCA Executive Committee**

Officer’s Reports:

1. President’s Report (Sara) -

* + - * New Division Task Force
        + Members: Pat Dudley, Nicole Frey, Courtney Borsuk, Kerri McCullough, Jenise Bryce, Lisa Connors, Crystal Summers, Gabby Shirdon

Future meetings:

* + Feb, 24, March 10, March 24
  + **Courageous Conversations launch**
    - **March 11, April 22, May 20**
    - **Sara thanked thosed folks who reached out during the HBCU bomb threats. Anyone can attend and they will be themed based on issues such as AAPI issues.**

2. President-Elect’s Report (Pat) –

3. Past President’s Report (Carol) – **Nomination committee meets Feb. 25. Membership will be received in March. Results in April. Carol wrote a letter regarding banking and accounting and will collaborate with Irene to determine the best way to distribute. Irene wants to wait until 27th after bank transfer of accounts with PNC.**

4. Treasurer’s Report (Irene) – **Irene stated she is merging money into new account with PNC. Still tackling conference consts.**

5. Treasurer-Elect (Rebekah Cole) - No report

6. Secretary’s Report (Danielle) – No report

7. Secretary-Elect (Leslie) – No report

8. Member-at-Large’s Report (Cynthia) – No report

9. Executive Director’s Report (Cathie) - No report

Future Board Meetings:

**(16th of each month)**

**Wednesday, February 16th, 2022 @ 7:00 p.m.**

**Wednesday, March 16, 2022**

**April 18 (16th is a Saturday)**

**Monday, May 16, 2022**

**Thursday, June 16, 2022**

Carol motioned to end meeting. Ireen seconded. Motion passed. Meeting adjourned at 8:59pm.

1. [↑](#footnote-ref-1)