### MCA Board Meeting
#### Feb 21 2019
##### Zoom 7:30-9pm

#### Board Members

<table>
<thead>
<tr>
<th>1)</th>
<th>PRESIDENT (18-19)</th>
<th>Catherine “Cathie” Eaton</th>
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<tbody>
<tr>
<td>2)</td>
<td>Past President (17-18)</td>
<td>Karol Taylor- Regrets</td>
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<td>3)</td>
<td>President-Elect</td>
<td>Ajita Robinson-Regrets</td>
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<td>4)</td>
<td>Executive Director</td>
<td>OPEN</td>
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<td>5)</td>
<td>Secretary (17-19)</td>
<td>Janelle Bettis</td>
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<td>6)</td>
<td>Secretary-Elec</td>
<td>Melissa Wheeler “Missy”</td>
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<td>7)</td>
<td>Treasurer (16-18)</td>
<td>Shannon Kakkar</td>
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<td>8)</td>
<td>Treasurer- Elect</td>
<td>OPEN</td>
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<td>9)</td>
<td>Member-at-Large</td>
<td>OPEN</td>
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#### Divisions

<table>
<thead>
<tr>
<th>10)</th>
<th>MACES PRESIDENT (2018-2019)</th>
<th>Sara Pula/ Vicki-Dionne</th>
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<tbody>
<tr>
<td>12)</td>
<td>MAMCD PRESIDENT (18-19)</td>
<td>Michelle Chaney</td>
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<td>13)</td>
<td>MCDA PRESIDENT (18-19)</td>
<td>Ebony Tara – Lucinda- regrets</td>
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<td>14)</td>
<td>MAMFC PRESIDENT (18-19)</td>
<td>Dr. Vanessa Patton-Scott- regrets</td>
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<td>15)</td>
<td>MALGBTIC PRESIDENT</td>
<td>Lia Bostian- Sergio Washington</td>
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<tr>
<td>16)</td>
<td>MCSJ President (18-19)</td>
<td>Chioma Anah- regrets</td>
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<td>17)</td>
<td>Committees</td>
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<td>18)</td>
<td>MCA Emerging Leader Chair (18-19)</td>
<td>Don Trahan- Regrets</td>
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<tr>
<td>19)</td>
<td>Emerging Leader (18-19)</td>
<td>Kenya- regrets</td>
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<td>20)</td>
<td>Emerging Leader (18-19)</td>
<td>Annyck</td>
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<td>21)</td>
<td>Emerging Leader (18-19)</td>
<td>Keith – regrets</td>
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<td>22)</td>
<td>Emerging Leader</td>
<td>Rachel Stivers- regrets</td>
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<tr>
<td>23)</td>
<td>Walden Intern</td>
<td>Grace Abraham Lewis</td>
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<tr>
<td>24)</td>
<td>Advocacy Chair (18-19)</td>
<td>Janice Toothman</td>
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Meeting called to order by President, Cathie E. at 7:40pm

Approval of Today's Agenda: Motion made to adopt an amended agenda by Janelle, motion seconded to adopt an amended agenda, and Michelle

Approval of Jan minutes: Minutes were not approved. Postponed until we have quorum

Quorum: Y/N

Old Business:
- budget meetings are pending- **Tabled until March meeting**
- Member Engagement- **Tabled until March meeting**
- ACA Social Co-sponsor w/NECA/JHU/ACOC on Thursday Mar 28 7-9p Hilton New Orleans Riverside
- SWOT Analysis Results on 2018 Conference and SOPs postpone to FTF meeting 03/16/19
- Need to fill Open board positions, more candidates for elected officers
  - Welcome all nominations for open board positions
  - Notifications put on Website and Weekly Eblast

New Business:
- Vote to Change payment platform to WA to avoid 20% increase in fees- **Tabled until March meeting**
- Request from Awards Committee for increase in budget for spring gala- **Tabled until March meeting**
MCA Executive Committee

Officer’s Reports:

1. President Report (Cathie)-
   a. Cathie will defer report to in person meeting. Attended Advocacy Day and continues to offer support to divisions.

2. President-Elect’s Report (Ajita) - No report

3. Past-President’s Report (Karol) - No report

4. Treasurer (Shannon)
   a. Last balance in account: $21,687.64. UPDATES: PNC- Myself and Cathie are currently signees on the account. We would like to add Ajita and an elected treasurer-elect to the account when possible. CAPITAL ONE - I do not have access to the Capital One account. I have emailed Marsha and LaNail repeatedly to remove themselves from the account as signees so that we can make a transition. No movement on that yet. Possible next moves are to consult with Richard Yep for further instruction.
   b. VOTE - we need the full board to vote on moving from Authorize.net to Wild Apricot’s billing service. If we do not move to them, they will be charging us a 20% fee after July 2, 2019. I have already been working with a Wild Apricot representative to make this change, but need the final vote from the board.
   c. BUDGET - Scheduling a budget meeting is in the works. We are currently in a financial crisis and all expenses should be thoughtfully considered.
   d. OLD BUSINESS: Please remember to use the latest voucher form and to use the correct codes from the coding expense PDF when submitting voucher for reimbursement. Reimbursements are all paid out once a month on the 15th. Anything submitted after the 15th will have to wait for the following month.

5. Secretary (Janelle)-
   a. Janelle will connect new PR chairs with email forwarding with Lisa.

6. Secretary-Elect (Missy W.) - No report

7. Member-at-Large’s Report (vacant)

8. Executive Director (vacant)

MCA Standing Committees Conference Reports

1) Newsletter (Michelle S/Jazmone)- No report
2) Public Relations/Social Media (Kelsey/Rachel/Carolyn)-
   a. The weekly digest has been reestablished! Send information to: public.relations@mdcounseling.org by Tuesday to be included in that week’s digest. Cathie will send out PR chairs emails.
3) Membership (Kerri)- No report.
4) Advocacy (Janice)-
   a. Advocacy took place on Feb 7, 2019 in Annapolis. Several bills were discussed.
5) IT Webmaster (OPEN) Please use Lisa Oliver, Virtual Assistant if needed
6) Bylaws (Daniel)- no report
7) Credentialing (Perri H.)- no report
8) Program Planning (OPEN) – no report
9) Emerging Leaders and Graduate Student (Don) - no report
10) Awards (Carol G.)- no report
11) Registrar (OPEN)
12) Archives (vacant)

MCA State Divisions
Division Updates

17. MAMCD (Michelle C.)-
a. Feb workshop on postpartum depression at JHU. Conference is in April at JHU. Changes with board, president elect stepped down. Making progress to fill open positions

18. MACES (Sara P/ Dionne C.) –
a. webinar in March, working on conference in May- finalizing dates

19. MASERVIC (Carol G.)-

20. MCDA (Ebony T.) - no report

21. MAMCFC (Keesha Vines/Miranda Mixon/Dr. Patton)-

22. MALGBTIC (Sergio/ Perri)-
a. MALGBTIC had their first webinar last Saturday. went well, learned a lot about the process. Will add suggestions for MCA workshop SOP.

23. MCSJ (Chioma A.)-
a. MCSJ is continuing to focus on the conference in April. Saturday 27th 8-4pm JHU.

Future Board Meetings:
Mar 16 1-4pm Face to Face meeting HoCo Library Savage Branch, 9525 Durness Lane, Laurel MD 20723, da Vinci Meeting Room
ACA March 27-31, 2019! MCA SOCIAL Thursday Mar 28, 7-9p Hilton New Orleans Riverside
Apr 11 7:30pm-9 pm via Online *choose different days due to multiple conflicts on Thurs eve
May 16 7:30pm-9pm via Online
June Leadership Retreat—TBD