

ALABAMA COUNSELING ASSOCIATION

Executive Council 2018-2019 Spring Meeting Minutes

Thursday-Friday, May 3-4, 2018

Alabama 4-H Conference Center

Columbiana, Alabama

Thursday, May 3, 2018

Minutes taken by: Dr. Sherrionda “Tasha” Crawford in the absence of Dr. Juanita Barnett

Attendance: Per Sign-in Sheet

Nancy Fox, Monica Mack, Leslie Weaver-Martin, Tomeka McGhee, Lisa Patterson, Shirley Barnes, Amy Davis, Pam Lomax Tippit, Doris Vaughans, Tiffany Alexander, Teneshia Sanford, Shivani Bhakta, Darlene Lewis, Yulanda Tyre, Claudia Calder, Carol K. Thompson, Carrie Hemmings, Elizabeth “Kelley” Mautz, Lawanda Edwards, Theresa Mitchell, Ronda Westry, Elizabeth Hancock, Chris DaSambiagio-Moore, Lynn Boyd, Laura Hodges, Necoal Driver, Marjorie Baker, Meg Smith, Stephanie Howard, Debbie Grant, Michael Lebeau, Vincent Hinton, Ingie Burke Givens, Carolyn Liggins, Sherrionda “Tasha” Crawford, Nancy Fortner, Sean Stevens, Thelma Robinson, Eddie Clark, Chippewa Thomas, Katharine Nichols, Judy Childress, and Kenya Bledsoe

Executive Council Meeting

ALCA President Dr. Monica Mack called meeting to order at 7:00 pm

Welcome & Reflection

- President Monica Mack welcomed the Executive Council.
- *Why Am I Here?* reflection shared by Carolyn Liggins

Determination of quorum

- President Dr. Monica Mack and Parliamentarian Dr. Shirley Barnes determined that there was a quorum.

Approval of President's Appointments

- Necoal Driver made a motion to approve the president's appointments. Debbie Grant seconded the motion. Motion passed.

Approval of Agenda (with flexibility)

- The agenda was approved with flexibility.

Approval of Minutes

- **Minutes for February 23, 2018**—Executive Council Winter Meeting minutes were approved without correction or objections.

President's Report/Plans - President Monica Mack

- Dr. Mack presented the theme for this year - *Celebrating Counselors: Leadership, Advocacy, Collaboration and Commitment*.
- After the review of 2017 conference evaluations, President Mack will make the following new changes for the 2018 annual conference:
 - T-shirts including the theme will be available for members to purchase with registration
 - A first-timer's reception will be included
 - To spotlight students, a reception will be held prior to the poster session

ALCA Office Report - Executive Director Dr. Nancy Fox (Report Submitted)

- She expressed that work was still being done on legalese. The attorney with which she communicated has stopped returning calls. She will continue to work on this. She reported that 6 calls have come in for legalese since January and they have been referred to ABEC.
- ED continues to work with Dr. Chip Wood with electronic screen sharing app. Received assistance with quarterly reports and 2018-19 ALCA Budget Projection
- Transition to the new ALCA office number is complete. Former number disconnected
- Engaged in Networking at the ACA Conference with vendors and member services
- Listserv is moving along smoothly and she's trying to do a better job of notifying where the workshop will be held in the subject part of the posting

Annual Conference Chair's Report - Necoal Driver (Report Submitted)

- Requested all ALCA past presidents stand up and she encouraged newer members to reach out to them
- Conference reminder that although dates are November 14-16, EC members need to be there on November 13th for the EC meeting
- Encouraged Chapter/Division president to think about collaborating with other Chapters/Divisions for luncheons or socials
- Chapter/Division Socials - Remember to order food or drinks (i.e. meetings, luncheons, breakfast, socials, etc) by contacting Necoal by August 1, 2018. Last minute orders will not be accepted. Food order costs at the conference facility are the responsibility of the chapter/division. If meeting somewhere at an alternate location let Necoal know the specifics by August 1st and she will get a sign on the door where your meeting is assigned
- Chapter/Division Tables requests for display in the registration area must be made by August 1, 2018
- Chapter/Division Presidents need to remember to bring your signs to the conference - Wednesday (Chapters) and Thursday (Divisions)
- Nice door prizes are needed from Chapters/Divisions for the dance. Be sure to label prize with your Chapter/Division name
- Be sure to attend both morning breakfast Alabama/Auburn on Thursday and Awards Breakfast (Home Builders Association) on Wednesday. Awards Breakfast doors will close at a certain time and breakfast service will have a cut-off time.

Program Chair Report - Leslie Weaver (Report Submitted)

- Call for proposals has been sent out two times on the ALCA Listserv and posted on the ALCA website
- Technology, workshops oriented sessions and take-aways are of interest
- If students are part of the content session presentation, professors must accompany and are primary presenters
- 22 proposals received to date
- Division presidents will serve on the Selection Committee and will meet on June 22nd to select content sessions. If you cannot attend, designate someone to take your place so all divisions can be represented

Ads/Exhibits Report – Jerri Lynn Morrow - (No Report)**Treasurer's Report - Lisa Patterson (Report Submitted)**

- Presidents please send the end of year financial reports and pick up rebate checks
- Monthly report for April presented
- Projected annual budget presented with copies provided in the Spring Retreat packet
- No questions about the budget
- Lisa made a motion that the proposed budget be accepted. Monica called for a vote. Motion was passed.

Parliamentarian's Report - Shirley Barnes

- While there are no details as of yet, the bylaws committee is considering a change to the bylaws.

Historian's Report & Publicity - Sheryl Smith

- If you have pictures, please get those to Sheryl to place on the Facebook page

Leadership Development - Monica Mack

- Don't forget to nominate someone for emerging leader. There will be more information at the Summer EC meeting

Professional Development - Nancy Fortner (Report submitted)

- Will be in support of conference's theme and have more to report at next meeting

Government and Professional Relations - Marjorie Baker (Report Submitted)

- First of the Alabama legislative sessions has ended. Plans to keep an eye out for any discussions or bills impacting counseling profession
- Election year, including governor position. Engage candidates about ALCA

Emerging Leader - Kenya Bledsoe (Report Submitted)

- Plans to focus on organizing a 1st timers reception at the conference
- Plans to work with board to assist in any way

Research and Evaluation - Lisa Patterson (Report Submitted)

- Provided annual conference numbers and facts
- Shirley Barnes asked for a breakdown of type of members
- Will consider gathering data for 1st timers

Awards & Resolutions - Lynn Boyd (Report submitted)

- Lynn Boyd provided the timeline for submissions regarding awards

Ethics - Meg Smith

- Amazed at how the chapters/divisions have come together to expand the ethics programs

Membership – Darlyce Bundy (No report)

- Nancy emailed the membership statistics report. Darlyce Bundy submitted written report.

President-Elect Report - Leslie Weaver Martin (Report Submitted)

- Working on electronic handouts
- Will attend leadership development institute in July in Washington, DC

Graduate Students - Vincent Hinton

- Poster session announcement will be going out in the next couple of weeks
- Bradford Health Services has sponsored the poster session in the past and the hope is they will continue to sponsor
- Congratulated graduate of chapter 8 who became president elect-elect after graduation

CE Coordinator (Chapter/Division Trainings) - Debbie Grant

- Chapter/Division NBCC chairs - NBCC hour approval is on the website
- Debbie has archived prior presenter resumes. Contact her before requesting/sending presenter request for these
- Apply 30 days prior as your goal as workshops can't be advertised until NBCC actually approves workshop
- Currently working to gain CRC approval

NBCC Coordinator (Annual Conference) - Carolyn Thomas

- Will provide report at the next meeting

Current Issues - Yulanda Tyre

- Day of Prayer reminder
- Trauma is a current concern and counselors should be aware to better serve clients

Meeting Recessed at 8:10PM Thursday, May 3, 2018

Meeting Continued at 9:00AM Friday, May 4, 2018

From this point, President-elect Leslie Weaver Martin facilitated the remainder of the meeting.

Chapter/Division Co-Chair - Michael Lebeau

- Reminder Chapter/Divisions submit End of the Year Financial Reports
- Start looking for award recipients from your group members
- Explained the process for selecting conference proposals
- Presidents, remember to turn in report forms

Chapter Reports:**Chapter I - President Amy Davis (Report Submitted)**

- Spring workshop held. New officers elected. Plans to work with Chapter II for upcoming activities.

Chapter II - President Pam Tippit (Report Submitted)

- Goal is to create a more visible presence for Chapter II through an active Facebook page, increased socials and meetings and collaboration with other chapters.

Chapter III - President Doris Vaughans (Report Submitted)

- New officers elected and installed. Will resume lunch and learn and collaborate with community agencies.

Chapter IV - President Tiffany Alexander (Report Submitted)

- Goals include member engagement, establish a board, organize first meeting, and get more information on chapter's finances

Chapter V – President David Marks – (No Report)**Chapter VI – President Melanie Ward – (No Report)****Chapter VII - President Teneshia Sanford (Report Submitted)**

- Plans to collaborate with other chapter/division presidents, a social for Chapter VII members during the summer, and increasing networking

Chapter VIII - President-elect Shivani Bhakta (Report Submitted)

- New officers installed in April, 2018, PO Box secured for chapter correspondence, upcoming plans of possible supervision training, liaison positions, an executive board retreat, and changes with Facebook page

Chapter IX – President Amanda Dickey – (No Report)**Division Reports:****ALSCA - President-elect LaWanda Edwards (Report Submitted)**

- Working to maintain charter with ASCA while maintaining relationship with ALCA. In process of planning Fall Critical Issues Workshop to be held in September at Birmingham Southern College

ALDARCA - President Kelly Mautz (Report Submitted)

- Has goals of increasing membership communications, using member survey to plan events and trainings, coordinating joint events with other chapters and divisions, focusing on membership drive, and recruiting new leadership

ALAMCD - President Claudia Calder (Report Submitted)

- Goals include recruit for executive board, develop newsletter (with member spotlight) and website, collaborate with other chapters/divisions for workshops, organize summer meeting, plan a "Read Across America" service activity, and increase member engagement

ALCCA - President Leslie Weaver-Martin

- There are some people interested in leadership. They may have a panel of new officers next year.

ALACES - President Yulanda Tyre – (No Report)

ALASERVIC - President Carol Thompson (Report Submitted)

- Goals include establishing 2018-2019 officers, working with other divisions on activities, complete a needs assessment for members and identify officers for 2019-2020

ALAMFC - President Theresa Mitchell (Report Submitted)

- Have goals of an increasing membership activity, creating social media presence, engaging members at conference, holding community outreach activity, updating bylaws, filling positions, and collaborating with other chapters/divisions

ALCDA – President Ronda Westry (No Report)

ALAAOC – President Michelle Johnson (No Report)

ALAADA - President Elizabeth Hancock (Report Submitted)

- President-elect has been elected and plans are being made to co-host workshop with ALDARCA

ALMHCA - President Lisa Patterson (Report Submitted)

- Elections have been held and new board is in place. Working on a website and division luncheon at conference

ALGBTICAL - President Chris DaSambiagio-Moore (Report Submitted)

- Focused on increasing advocacy throughout the state, collaborating with other chapters, increasing membership and hosting workshop on 07/17/18

ALASGW - President Carrie Hemmings (Report Submitted)

- Goals are to hold quarterly meetings, submit award nominations, submit quarterly newsletters, plan spring workshop, recruit and fill officer positions

ALSDE Liaison - Sean Stevens (Report Submitted)

- Reported on the new state superintendent of education appointment, Governor Ivey's Safe Council, Professional Development for School Counselors, and Service Dogs of Alabama partnership

ABEC Liaison – Florence Hemphill & Gary Williams - (No Report)

ACA Liaison - Thelma Robinson (Report Submitted)

- Dr. Robinson reminded EC ACA 2019 Conference and Expo will be in New Orleans, LA, March 27-31, 2019

ACA- SR Representative – Melanie Wallace (No Report)

Adaptive Needs Accommodations – Andrew Sparks (No Report)

Retired Counselors Group - Judy Childress (Report Submitted)

- Working on getting retired counselors together at the fall workshop

Chi Sigma Iota Liaison - Chippewa Thomas (Report Submitted)

- Report on past CSI events provided

- Preparations are underway to recognize CSI student members and Faculty Advisors at 2018ALCA Fall Conference
- Encouraged to keep membership current and participation active within chapters

Past-President Report - Tomeka McGhee (Report Submitted)

- ACA Southern Region meeting discussions were held about continued collaboration with the school counselor divisions. Advisory committee available to assist with action plans or strategies. Vincent Hinton and Tomeka McGhee recognized and received plaques for service
- One ethical complaint was filed with ACA and it was deemed closed
- Plans to begin forming committee for Nominations and Elections. Each chapter and division may submit one candidate for the ballot. Nominations may be received up to 10 days prior to Fall conference. Positions include president-elect, secretary, and historian
- In communication with Dr. Fox regarding strategic goals and planning
- Dr. Clark's term as Journal Editor ends in 2019 but he is willing to serve another term. If anyone is interested in serving in that capacity email Dr. McGhee
- Will be coordinating the circle of presidents reception and general session recognition

Circle of Presidents - Margaret McFadzean Fox (No Report)

Journal Editor's Report - Eddie Clark (Report Submitted)

- Dr. Clark announced that the Journal is currently seeking manuscripts for the Fall 2018 edition. Deadline is September 15, 2018.

Professional Standards - Stephanie Howard (No Report)

Endowment Fund - Ingie Givens (Report Submitted)

- Ingie will plan to meet with Lin Wood this summer

Unfinished Business

- None

New Business

- None

Announcements:

- Dr. Carolyn Thomas has been recognized as a Fulbright Scholar and will be going to Ghana this summer
- Make sure your contact information is correct on the EC Roster. If not, complete the contact information card.
- Complete evaluations for the retreat and leave on the table. Please leave name tags there also.

Adjournment

- President-elect Leslie Weaver-Martin adjourned the meeting at 10:14AM.

Respectfully submitted:
Dr. Juanita Barnett, ALCA Secretary 2018-2019