MSCSW Meeting Minutes  
September 24, 2016 – 1:00-3:15

Attending: Jodi Hogue, Shelly Justison, Jenny Voss, Nan Karl, Steve Franklin, Jesse Berg

Note Taker: Jesse Berg

**Treasurer Report**

* Balance as of today is $13,194.09
* Expenditures as of 9/15: ACTUAL = $10,965.95; BUDGETED = $13,494.58
* Total profit (after expenses) from ACT event was $1497.48

**Scholarship:** The Board briefly discussed giving scholarships to individuals who could not afford to pay for the annual event or membership. The discussion included drawing a distinctions between a scholarship fund and waiving or reducing fees for hardship. A difference in discounts for members vs. nonmembers was also discussed. The Board will continue to discuss this and take any requests for discounts on a case by case basis.

**Membership**

* We are not certain how many members are currently active/inactive/need to renew.
* Jodi is putting together a letter to mail out to membership requesting renewal.
* Membership Meeting: The Board talked at length about the membership meeting and contrasted it with the member appreciation meeting. There was ample discussion about the purpose of and need for this meeting. The group discussed the bylaws and what they stipulate this meeting must include. In terms of content it was decided that the meeting include:

1. “Annual Report” speech given by Jodi (includes our vision, progress, plans and budget, etc.).
2. Update on CSWA from Steve.
3. Possibly Nan to update folks on the state of the By Laws.
4. There was some discussion on “voting” at this meeting, but this was not decided on.

* Membership Meeting: Joe had requested that MSCSW move dates for the meeting and the Board voted to do so.

**ACTION: Jesse will contact Joe and ask him which dates work best – Nov 4 or 5.**

**ACTION: Jenny will make a flier for the membership meeting.**

**ACTION: Shelly will follow up with Linda re: the membership meeting to see her interest in continuing to heard that and what next steps we need to take.**

**Collaborate**

* UMSL Practicum Fair: Jodi and Shelly will be attending on Oct 11, 3-5:30
* Brown School Project: The Board discussed an opportunity to partner with Brown School through Practice 2 class and found that it was not a good fit.
* SIUE – Jesse is attempting to talk with the SIUE contact to determine how we can collaborate. It seems like she wants a speaker for the class, this could be a member or a board member.

**ACTION: Jesse will follow up with the SIUE contact and let Jodi and the Board know what he finds out about their needs and ways to collaborate.**

**Taxes and Contracts**

* Nan lead a discussion on our tax status. She suggests that we hire an accountant who charges $250 or less to consult with us regarding filing taxes and other organizational matters. The Board approved this budget for an accountant.

**ACTION: Jenny will outreach her accountant contact and arrange to have a consultation set up**

* Shelly lead a discussion on having an employment contract for the ED. The Board agreed to think more about this and perhaps bring this up to the accountant consultant.

**Advocate**

* Steve had a lot of updates re: advocacy and the State meeting in Jeff City.
  + Tele-health and electronic communication for therapy and supervision: There is a lot of discussion about this and developing policies and rules.
  + Steve was able to propose and have the board consider a change in how end of term CEUs are counted. They will be developing a new rule that allows for some type of roll-over CEUs in cases where folks are over in CEUs, especially in July and September at the end of their licensure period.
  + Steve proposed having a CEU training at MSCSW that included some of these updates for members and allowed them to discus and give feedback.

**Educate**

* The ACT Training seemed to have gone well. The Evals have not yet been reviewed or calculated. The training was actually a money maker (even though this was not the intention) and several board members offered anecdotes about how well the training was received.

**ACTION: Jodi will review and report back to the board the Eval results for the ACT training.**

* Casey was set to do the November class, but the board voted to not have her present on November given Steve’s proposed idea for that class.
  + There was some discussion as to whether CEU classes need to be “clinical” (Casey would not be presenting on a clinical modality and also discussion of rules or policies would not be clinical), but this was tabled.

**ACTION: Jenny will contact Casey and let her know that we apologize but have decided to go with an alternative program for November given recent updates for the state.**

* Cancellation Policy: The Board discussed the cancellation policy and decided the following: Payment for all events can be refunded minus administrative fee with a 5 day notice. If the notice is less that 5 days, no refund is available. Credit towards future membership may be offered at the Boards discretion.
* Student Membership: The Board discussed that there were some folks who were not MSWs who joined as student members in order to get the discounted rate.

**ACTION: Jodi will add a field on the membership form that tells students they must be MSW students in order to sig up for that membership.**

**Website:** There has been no changes on this. Linda did find a contact who was willing to help with the website, but later Jodi and Linda decided against using him.

**ACTION: Jodi will contact CSWA to ask them for help on the website.**

**Newsletter:** There has been no action on this, Jodi will send one out and we will attempt to have a bi-monthly newsletter.

**ACTION: Jodi will den out an email asking members to volunteer to write an article for the newsletter.**

**Next Meeting**

**October15th 1PM at ECH**

**Jesse will take lunch orders**