



Council Meeting Minutes • June 28, 2019 • 10 am-12 pm • WebEx Meeting

Attendance: Shawntell Phoenix-Martin, Jenease Horstead. Cheri Mattox-Carroll, Gina Barthelemy-Morton, Katie Jones, Amy Laughter, Erica Madoni, Lizy Humphrey, Dorothy Morgan, Evonne Jones, Brandi Cameron, Shubha Chatterjee
 Absent: Sylvia, Andre Griggs, Cheryl Van Dyke, Alicia Dorton

Call to Order at 10:00 am

Minutes: An addendum was suggested by Lizy Humphrey for discussion in regard to council members who are no longer affiliated with a college or university. A clarification to the minutes was suggested as to by-law review and possible future amendments.

Treasurer’s Report: Amy Laughter reported on a few transactions/revenues from CMC Global. King & Prince and CMC paid for services. There were a few charges for check imaging and other fees. No membership fees were recorded. Some students were referred to Andre Griggs but no additional fees for joining were paid. Cheri Mattox-Carroll make a motion to accept. Dorothy Morgan seconded the motion. All in favor, motion carried.

GCCA Treasurer Report - 6/28/2019					
Date	X	Ch#	Recipient	Purpose	Amount
01/01/19				Beginning Balance	\$11,242.17
01/17/19	X	*	Deposit	Membership Fee (Massey)	\$35.00
01/30/19	X	1102	T. Dawson Woodward	Presidential Grant Award 2019	(\$250.00)
01/30/19	X	1103	Dr. Thommi Lawson	Keynote Speaker Honorarium - GCCA Conf.	(\$200.00)
01/30/19	X	1104	Dr. Marcuetta Sims	Speaker Honorarium - GCCA Conference	(\$200.00)
01/30/19	X	1105	Amy Laughter	Reimbursement/Nametags/Office Depot	(\$36.71)
01/31/19	X	1106	Erica Madoni	Reimbursment for Conference Supplies	(\$913.56)
01/31/19	X	1107	Broom's Hall of Fame Trophies	3 Plaques - GCCA Conference	(\$74.97)
02/07/19	X	1108	CMC Global	Vendor Registration - Lori Albert-Walker	(\$200.00)
02/07/19	X	*	Deposit	Membership Fee (Malone)/Raffle Winner (Madoni)/Registration Fee(L Albert-Walker)	\$435.00
02/07/19	X	*	Bank Adjustment	Deposit above was \$485 - Bank Corrected	\$50.00
02/14/19	X	*	Deposit	Membership Fees (Stephens & Russo)	\$70.00
02/28/19	X	Draft	Bank of America	Check Imaging Service Fee	(\$3.00)
03/22/19				Current Balance	\$9,953.93
03/27/19	X	*	Deposit	CMC Global Conference Revenue	\$13,820.00
04/01/19	X	1109	The King & Prince Beach Resort	Payment for 2019 GCCA Conference	(\$12,062.83)
04/30/19	X	Draft	Bank of America	Check Imaging Service Fee	(\$3.00)
05/16/19	X	1110	CMC Global	Payment for 2019 GCCA Conference Services	(\$1,020.30)
05/31/19	X	Draft	Bank of America	Check Imaging Service Fee	(\$3.00)
06/28/19				Current Balance	\$10,684.80

Membership and Listserv Report: No report. Sylvia Shortt working with membership as she has access to the listserv. This was discussed at the last meeting. Amy Laughter helped with membership as well. A few graduate students added but no professional membership.

Social Media/Website: Lizy Humphrey has received no new requests to join social media. May use a report for view and traffic. Instagram new account. Ms. Humphrey made one as a nonprofit but has not

sent out publicly; waiting to confirm with council. It was suggested to send an email to the listserv with recommendation to check out Facebook, Twitter, Instagram and send out handle. Suggestion: Promote a 'Save the Date' or 'Check out the Conference' via social media. Gina Barthelemy-Morton has conferred with Erica Madoni recently in regard to next conference. In the next month, she has an intention to send a print mock up to council members. A social media page for the date and time with the included mock up when it is created can be produced.

A discussion ensued in regard to requests for out of state job postings on the website. Ms. Madoni indicated that since we are GCCA posting only state opportunities would make sense but we do fall into the umbrella of ACCA and does that stay within the responsibilities of social media? On our job board other careers link to the ACCA job board. Suggestion: Leave posting exclusively for Georgia and region and direct others to the ACCA job board. By limiting to Georgia posts, complexity of postings is reduced and reflects the intent of GCCA.

In other discussion: Ms. Jones and Ms. Barthelemy-Morton have drafts created for possible save the date ideas. While easily changeable, a working draft is advisable. Received head shot and welcome.

CE Report: No report

Fundraising Report: No Report

Grants/Awards/Nominations: No conference call in. Relinquishing past president status due to job constraints. Discussion ensued in regard to who can take over that responsibilities. According to bylaws, if someone relinquishes role, the Executive Council will elect someone to serve until next annual election. Majority of vote would select someone to take responsibility. Council recommended Angie Wheelus to perform this for a second year. Sylvia Shortt was also recommended. Dorothy Morgan volunteered to ask Ms. Wheelus to serve in this capacity for a second year. A vote ensued and all ayes to agree to asking Angie Wheelus to re-take the role.

Social Work Report: No report from Pat Mooney

Old Business

Regarding persons who are no longer in a college position: For membership in GCCA, bylaws require employment in or retirement from higher education institutions. Discussion ensued: If leaving a position, this type of leave may be considered retirement. Bylaws specify employment as a counselor in a college setting. Regarding elected officials, bylaws say regional reps will serve as a one-year term and a professional member. But length of service is not specified for all positions, just regional reps. Ms. Shortt made the statement that we could leave as it was currently but at elections, we must confirm to bylaws and ask someone to step down and meet the bylaw criteria. The president and president-elect have a specific time period but if someone begins in that role, that person could continue in that three-year position and allowed to serve. The treasure and secretary have two-year terms, but could continue or discuss other options, stated Ms. Humphrey. It was suggested that council make an amendment to the bylaws to make it clear. If someone does not meet qualifications, then a decision must be made, council members agreed. In the case of Andre Grigg's position, there are a lot of changes with the listserv and it was suggested that Mr. Griggs can help transition a new person into the role for management of the listserv. A concern was voiced that a transition period with instruction and information must be passed down if someone is to leave the role mid-term. A transfer of knowledge form was suggested. Since Ms. Shortt has access to the listserv and has access to information, she may be able to help in that respect. Committee chairs differ from regional reps and other elected officials. Appointed positions include CE, social media, and fundraising. The president shall appoint those persons which may not have specified terms. Do we need to define those roles asked Ms. Humphrey? If someone is in that role, they can continue for an unspecified period of time but if someone in that role is no longer in a college counseling

position, that position must be relinquished. Elected and non-elected positions: Elected positions carry out their terms if able and willing and appointed: Bylaws state that they will stay in that role until the new president is elected. Each has to the next conference to serve in that position. Council members agreed it would be useful to have elected positions complete the term, but having that as clear as possible. For appointed positions such as fundraising, the holder of the position may make a decision prior to the next election period if resignation is imminent. Changes proposed: Elected officials --even if not meeting the membership requirements of college counselor-- serve their position term. Perhaps a clause should exist for GCCA council members who may be willing to retain role, but unable to fulfill the role responsibilities. Perhaps a decision might be made if three consecutive meetings are missed as this may be an indication that the person is not able to continue in that role. Ms. Humphrey indicated that perhaps such specificity in attending meetings may not be indicated as sometimes one cannot attend all meetings, though annual convention is usually required, as are other meetings as needed by president. Bylaws can be consulted for specific verbiage. Instead of specific number of attended meetings, instead gauge level of participation. The person in a specific role must be able to fulfill duties of role and follow through with expected responsibilities. Use examples might define this criterion. For example, the CE chair must be able to attend conference since so much of the role responsibility is utilized during the conference. Elected officials carry out term, reps within one year, and statement of ability to fulfill responsibilities and duties. A motion was made to accept those changes and the motion seconded. Motion carried. Ms. Humphrey will make edits and ensure wording is clear. Question: Functions of council can vote but does it have to be put forth to the entire conference for vote? Changes in bylaws and amendments: Voted on by council but put to the members for vote. This sounds like a change versus change of verbiage, said Ms. Humphrey. Evonne Jones indicated we should remain consistent with ACCA and reflect similar wording in those guidelines. Ms. Madoni suggested the council create a bylaw committee to consider changes and amendments to bylaws; to compare to ACCA and then bring back to executive council for discussion. Formal proposals must stay in line with ACCA. The committee would ensure the amendments executed in the correct fashion. There were no objections to the proposal. The following persons agreed to sit on the proposed committee: Ms. Humphrey, Ms. Madoni, Ms. Mattox-Carroll, and Ms. Barthelemy-Morton. Proposal: Look at ACCA by laws and suggest changes council would like to make. Create proposals and put them up for a final vote before becoming amendments to the bylaws. Next meeting: a bylaw update and report. All in agreement. No further old business.

New Business

2020 Conference Update:

- Ms. Barthelemy-Morton reported she began work on conference planning by conferring with Ms. Madoni to learn the process.
- The need for a psychopharmacology session discussed. Ms. Humphrey called the psychology board and learned that psychologists no longer need this CE any longer as not required and not listed in a category. It would count toward CEs but having this session would not get more psychologists to attend.
- Katie Jones created a conference logo and received positive feedback.
- Menu ideas are being generated.
- T-shirt ideas being considered. Orders will be finalized following registration for size consideration. A deadline for registration to include a T-shirt was proposed and considered. T-shirts are ordered roughly two weeks prior to the conference and few extras are ordered for late registrants. Perhaps a deadline for registration if a T-shirt was expected in order to ensure delivery prior to the conference. Proposed January 3 deadline for registration completion which will allow three weeks to have the shirts printed and delivered. All council was in agreement. This information will be added to the registration form: If

not registered by January 3, the participant will not be guaranteed a T-shirt. Website and social media notifications will be added. T-shirts are considered an incentive to register early as well.

- In other conference business: Proposal submission will open in fall. Ethic and keynote speakers needed by early fall. Email link to complete speaker information online. Copy of CV and learning objectives – electronic and paper form required. No other new business to discuss

Regional Reports

- Central (Brandi Cameron): No specific date, but plan to arrange something with LaGrange College and send invites out to region. Free CE – usually 3 hour in the evening with dinner. Supervision for counselors, etc., in the past. Will provide details to for website and work with Katie Jones to arrange for CEs.
- Southern (Shubha Chatterjee): Workshop annually planned for August 27. Dr. Saxena presents a 4-hour workshop “Behavioral Health and Addiction Treatment in Rural Setting.” Work on garnering CEs, placement on website, and social media promo. This workshop will cost \$25 for individuals who would like to earn 4 CE credits; it is free for GCCA members.
- Midwest (Britney King): Off in summer until August 1. Plan to host a CE event on campus. Will get help from colleagues to provide workshop without an outside speaker. Date to be placed before end of October or early November. Work with Katie Jones for CEs and Lizy Humphrey for placement on website and social media promo.
- Northwest (Dorothy Morgan). Have spoken to someone who is interested in doing a 4-hour workshop presentation on Play Therapy and the College Student. Date TBA. Looking at August.
- Mideast (Jenease Horstead): No report
- Northeast (Evonne Jones): Dawson has left for Oklahoma to pursue PhD. Still available if people have questions about animal assistance. New director of counseling, clinical psychologist in July. Will get additional help with hosting a program this fall.
- Coastal (Cheryl Van Dyke): No report
- At Large (Alicia Dorton and Shawntell Phoenix-Martin): Actively trying to put two trainings together: Mindful Self-compassion and Suicide Safe Talk programming. More information to follow. Collaborating with Chatham school system and through prior workshop made contacts with counselors there as well.

In closing business: It was agreed upon to meet in person at next meeting. A google poll for three dates: October: 11, 18 and 25 will be generated and sent. Suggestions for locations: Macon areas or Chattahoochee Technical College was suggested. Ms. Madoni offered to host at Gordon College as a centralized location and council members agreed. No further business

A motion was made by Ms. Madoni to adjourn at 11:42 am. Ms. Humphrey seconded. All in favor.