ICA Council of Leaders Report

Office/Committee: Awards Committee  Date:  6-10-13
Officer/Committee Chair:  Lori Fairgrieve

Type of Committee Report:

   X  Report for Board Meeting

   __  Recommending Board Action

   __  Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

   • Committee will be starting early with award nominations for ICA 2014. We would like to encourage once again that each division and each university submit a nomination for each category, as this past year was our best pool of candidates to date.

   • Committee will also be asking for scholarship nominations early for ICA 2014.

   • Continue to work on the “Development Committee,” a sub-committee of the Finance Committee, to decide what to do with funds outside of the monies set aside from the Silent Auction for scholarships.

   • I would also like to thank the role that Liz Horn and IACES took, helping with the on-site program and financial details of the student poster presentations at the conference. It is my hope that IACES continues to play this important role moving forward.

Please check which section of the action plan your work was tied to:

   __ Programs & Services
   __ Personnel
   __ Policies & Procedures
   __ Planning & Evaluation
   __ Physical Plant & Other Resources
   __ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

Please submit to the Executive Director at idahocounseling@gmail.com
ICA Council of Leaders Report

Office/Committee:    Bylaws Chair         Date:   06-06-13

Officer/Committee Chair:  Larry Lutz, Chair

Type of Committee Report:

  _X_   Report for Board Meeting
  ___  Recommending Board Action
  ___  Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

   Larry and ICA President Heather Tustison will be working on the new P&P manual.

Please check which section of the action plan your work was tied to:

  ___ Programs & Services
  ___ Personnel
  _X_ Policies & Procedures
  ___ Planning & Evaluation
  ___ Physical Plant & Other Resources
  ___ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

   n/a

Please submit to the Executive Director at sueholmes@idahocounseling.org
COUNCIL OF LEADERS REPORT

Office/Committee: Conference Committee
Date: June 13, 2013
Officer/Committee Chair: Heather Tustison

Type of Committee Report:
☒ Report for Board Meeting
☐ Recommending Board Action
☐ Recommending Policy Change

Current Conference Report:


- “Expanding Our Creativity: Reinventing Counseling Relationships”
- Registrations – 148 Registrants
  o ICA MEMBER Registration: 17
  o ICA MEMBER Early Registration: 51
  o ICA Student Member: 23
  o ICA Student Member Early: 40
  o Non Member: 4
  o Non Member Early: 8
  o Non Member Student: 2
  o Non Member Student Early: 3
- Keynote Speakers
  o Friday Keynote Speaker – Dr. David Capuzzi
  o Saturday Keynote Speaker – ACA President Dr. Bradley T. Erford
- Sponsorship
  o Sponsors
    ▪ The Emily Program - $1,000.00
    ▪ American Counseling Association - $1,000.00
    ▪ Custom Tooling Services - $500.00
  o Exhibitors – 15 plus Divisions
- Pre-Conference Learning Institutes – 39 Registrants
  o Clinical Supervision – Dr. Melanie Person – 15 Registrants
  o The Many Facets of Grief – Dr. David Capuzzi – 11 Registrants
  o 35 Techniques Every Counselor Should Know – Dr. Bradley Erford – 13 Registrants
- Social Events and Entertainment
  o Thursday Night Dessert Social – 19 Registrants
  o Graduate Student Luncheon – 14 Registrants
  o Friday Night Lake Cruise - 30 Registrants
  o Fun Bus – 32 Registrants
- Silent Auction – 30 Items to Auction
- Scholarships – IACES revamp – 9 Recipients
• Annual Awards
  o Lifetime Achievement – David Ferguson
  o Counselor of the Year – Gail LaFerriere
  o Pass It On – Curtis Garner
  o Distinguished Service – Lori Fairgrieve
  o Public Policy and Legislative Advocate – Christie Stoll

• Conference Chair: 2013 – Heather Tustison
  2014 – Sean Nixon


• “Cutting Edge Counseling – Connection Points for Growth”
• Keynote Speakers
  o Friday Keynote Speaker – Dr. Marlene Maheu
  o Saturday Keynote Speaker – ACA President Dr. Cirecie West-Olatunji
• Pre-Conference Learning Institutes –
  o Half-Day Workshop
    ▪ Create Passive Income with Online Self-Help Products – Dr. Marlene Maheu
  o 2-Day Training - Clinical Supervision
  o Legal and Ethical Strategies for Successful Distance Counseling - Dr. Marlene Maheu

<table>
<thead>
<tr>
<th>Register Early and SAVE!!</th>
<th>Professionals/Associates</th>
<th>Students/Retirees</th>
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<tbody>
<tr>
<td></td>
<td>ICA Member</td>
<td>Non Member</td>
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<tr>
<td>Spring Super Early Bird Registration</td>
<td>Register by June 15</td>
<td>$130</td>
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<tr>
<td>Summer Early Bird Registration</td>
<td>Register by September 15</td>
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<tr>
<td>Fall Early Registration</td>
<td>Register by November 15</td>
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<tr>
<td>Winter Registration</td>
<td>Register by January 15</td>
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<tr>
<td>Onsite Registration</td>
<td>Register after January 15</td>
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Marlene M. Maheu, Ph.D.

Marlene M. Maheu is a noted author, trainer and speaker, from San Diego, California. She holds active licenses as both a psychologist and an MFT. At the request of the American Counseling Association's Former President Donna Ford, she served the ACA's Cyberpsychology Task Force between 2001-2003. She has since served on a dozen other technology and mental health-related Task Forces and Committees for various large, professional associations.

For more than 18 years, she has also consulted and trained professionals in large health and mental health insurance companies, community clinics and centers, physician groups, universities, and independent practitioners who have an interest in various aspects of telehealth. She currently is the Executive Director of the TeleMental Health Institute, a CE-based, training facility offering over 65 hours of Internet-accessible CE courses related to online counseling and telenental health, and leading to a Certificate in TeleMental Health.

Cirecie West-Olatunji, PhD

Cirecie A. West-Olatunji serves as Associate Professor/Director of the Counseling Program and Director of the Center for Traumatic Stress Research at the University of Cincinnati. She is also president-elect of the American Counseling Association.

As an internationally recognized speaker, trainer, and author in the area of culture-centered, theory, research, and practice, she has provided consultation and training in Africa, Asia, Western and Eastern Europe, and the Americas.

Cirecie's clinical research projects focus on culture-centered community collaborations designed to address issues rooted in systemic oppression, such as transgenerational trauma and traumatic stress.

She is the recipient of numerous honors, grants, and awards. Cirecie has also written extensively for many journals, contributed book chapters, and has co-authored three books.
2015 ICA Conference – Eastern Idaho – Location TBD

• “Harmony in Healing – Blending the Art and Science of Counseling”

Please check which section of the action plan your work was tied to:

☐ Programs & Services
☐ Personnel
☐ Policies & Procedures
☐ Planning & Evaluation
☐ Physical Plant & Other Resources
☐ Public Relations & Communications

Recommendations for Board Action:

N/A

Recommendations for Policy Change:

N/A
ICA Council of Leaders Report

Office/Committee: Executive Director             Date:   June, 2013
Officer/Committee Chair:  Sue Holmes

Type of Committee Report:

X   Report for Board Meeting
□   Recommending Board Action
□   Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

• Answered telephone calls, emails and faxes
• Processed mail
• Processed memberships
• Sent out emails on listserv
• Made bank deposits
• Processed pay pal
• Answered questions via phone and email
• Secured contract with Trinity Pines for LDI 2013
• Worked with Web Impakt on membership database
• Worked with Chandra on financial records

Please check which section of the action plan your work was tied to:
X  Programs & Services
__ Personnel
__ Policies & Procedures
__ Planning & Evaluation
__ Physical Plant & Other Resources
X  Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

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ICA Council of Leaders Report

Office/Committee: Graduate Student Committee       Date: 12 June 2013
Officer/Committee Chair: Brian Smith

Type of Committee Report:

  ___ Report for Board Meeting  
  ____ Recommending Board Action  
  ____ Recommending Policy Change  

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

Promote student membership and participation in ICA
Social Activities (e.g. Reel to Real)
Outreach and advocacy events
ICA benefits for students (networking, internship, mentorship)

Potential inclusion of doctoral students

Student attendance and participation in ICA annual conference

Student leadership in ICA including Graduate Student Committee Chair 2014-2015

Please check which section of the action plan your work was tied to:

  ___ Programs & Services  
  ____ Personnel  
  ____ Policies & Procedures  
  ___ Planning & Evaluation  
  ___ Physical Plant & Other Resources  
  ____ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

.

Please submit to the Executive Director at idahocounseling@gmail.com
Since the conference, the committee was involved with BSU's Spring Tunnel of Oppression Debriefing. All ICA members were invited to participate and offered a free training in multicultural and social justice.

I am stepping down as chair, and Robin Hausheer will be stepping in as Chair. I will support her as needed next year.
ICA Council of Leaders Report

Office/Committee:   IACES                           Date:   6-11-13

Officer/Committee Chair:  Liz Horn/Aida Hutz Midgett

Type of Committee Report:

    X   Report for Board Meeting

    __  Recommending Board Action

    __  Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

We have nothing to report other than Aida Hutz Midgett will be the new IACES President and Alana Brunner, a BSU doc student, will be serving as Vice President.

Please check which section of the action plan your work was tied to:

    __ Programs & Services

    __ Personnel

    __ Policies & Procedures

    __ Planning & Evaluation

    __ Physical Plant & Other Resources

    __ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

None

Please submit to the Executive Director at idahocounseling@gmail.com
ICA Council of Leaders Report

Office/Committee: **ICDA**

Date: **June 4, 2013**

Officer/Committee Chair: **Kay Webb**

Type of Committee Report:

- _X_   Report for Board Meeting
- ___ Recommending Board Action
- ___ Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

1. We had our annual conference in April. Great attendance (48) and excellent speakers. We received very positive feedback from attendees.

2. We held elections for next year. New officers have been elected:
   a. David Eastwood – President
   b. Christie Stoll – Pres-elect
   c. Kelly Curry – Treasurer
   d. Vickie Coale will continue to serve as Secretary
   e. Kay Webb will continue to serve as Past-President

Please check which section of the action plan your work was tied to:

- X__ Programs & Services
- _X_ Personnel
- ___ Policies & Procedures
- ___ Planning & Evaluation
- ___ Physical Plant & Other Resources
- ___ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

. None
Please submit to the Executive Director at idahocounseling@gmail.com
Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

- **IMHCA membership chair, Melissa Syria, is continuing to manually enter IMHCA membership information into the ICA database when a member uses our website to sign up. She is also sending out emails reminding members when their membership is close to expiring or has expired. This process seems to be working well.**

- **IMHCA presented a free webinar in April entitled “Looking Ahead at Health Care Reform” presented by James K. Finley, the Associate Executive Director and Director of Public Policy of the American Mental Health Counselors Association.**

- **New IMHCA board member: Angela Taylor – NNU Student Representative**

- **The annual membership survey was distributed to our membership in April.**

- **The Spring Ethics courses are currently closed. Our ethics committee is currently working on the topic for the fall.**

- **IMHCA will not be presenting a Wellness Conference this year. Our conference committee is working on the details for a 2014 conference.**

- **IMHCA is considering partnering with BPA to offer a DSM-5 workshop. A committee has been formed and a meeting will be scheduled in June or July.**

Please check which section of the action plan your work was tied to:

- Programs & Services
- Personnel
- Policies & Procedures
- Planning & Evaluation
- Physical Plant & Other Resources
- Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

Please submit to the Executive Director at idahocounseling@gmail.com
ICA Council of Leaders Report

Office/Committee: ISCA President                      Date: 6/11/2013

Officer/Committee Chair:

Type of Committee Report:

_ x  _ Report for Board Meeting
__    Recommending Board Action
__    Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

Represented School Counselors on several committees and boards:
  • Idaho Coalition Against Sexual and Domestic Violence (Served on the Center for Healthy Teen Relationships & Project Connect)
  • Idaho A.C.T. Council
  • Idaho College Application Week steering committee

Supported political actions such as Senate Bill 1085 and initiatives such as funding grants for Idaho SPAN (Suicide Prevention Awareness Network)

Planned and led bi-monthly ISCA Board meetings

Coordinated sponsors and speakers at the 2012 Fall ISCA Conference

Provided information on conferences and trainings to members via emails and website updates

Participated in COL Conference Calls

Please check which section of the action plan your work was tied to:

_ x  _ Programs & Services
__    Personnel
__    Policies & Procedures
__    Planning & Evaluation
__    Physical Plant & Other Resources
_ x  _ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

.
Please submit to the Executive Director at idahocounseling@gmail.com
ICA Council of Leaders Report

Office/Committee:   ISCA President                      Date: 6/11/2013

Officer/Committee Chair:

Type of Committee Report:
  _x_   Report for Board Meeting
  __   Recommending Board Action
  __   Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

Represented School Counselors on several committees and boards:
  • Idaho Coalition Against Sexual and Domestic Violence (Served on the Center for Healthy Teen Relationships & Project Connect)
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  • Idaho College Application Week steering committee

Supported political actions such as Senate Bill 1085 and initiatives such as funding grants for Idaho SPAN (Suicide Prevention Awareness Network)

Planned and led bi-monthly ISCA Board meetings

Coodinated sponsors and speakers at the 2012 Fall ISCA Conference

Provided information on conferences and trainings to members via emails and website updates

Participated in COL Conference Calls

Please check which section of the action plan your work was tied to:
   _x_ Programs & Services
   __ Personnel
   __ Policies & Procedures
   __ Planning & Evaluation
   __ Physical Plant & Other Resources
   __x Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

.
Please submit to the Executive Director at idahocounseling@gmail.com
ICA Council of Leaders Report

Office/Committee: Date: June 11, 2013

Officer/Committee Chair: Membership Chair

Type of Committee Report:

_x_ Report for Board Meeting
__ Recommending Board Action
__ Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

- Sent out membership letters to all former members who were members in 2010 but were not current members, letting them know their membership had expired. Received 50+ renewed memberships.
- Created a letter and mail-in way of renewing membership for people whose membership expires.
- Continuing to provide one year of free membership to new licensees.

Please check which section of the action plan your work was tied to:

_x_ Programs & Services
__ Personnel
__ Policies & Procedures
__ Planning & Evaluation
__ Physical Plant & Other Resources
__ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

I motion that new licensees continue to receive a year of free membership, for those who will be licensed in July and October.

Please submit to the Executive Director at idahocounseling@gmail.com
As a newly formed committee we have familiarized ourselves with PPL issues and have agreed to work on the same five initiatives the ACA is working on nationally during the upcoming 2013-2014 year. These initiatives include work on the Medicare, VA hiring practices of LPCs, and three school counseling bills. The committee is also beginning to expand. As it does, committee members are learning about the legislative process.
ICA Council of Leaders Report

Office/Committee:  ICA President-Elect            Date:   June 10, 2013

Officer/Committee Chair:

Type of Committee Report:

  _x_   Report for Board Meeting
  __   Recommending Board Action
  __   Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

  ➤ Assisted in ICA conference planning/implementation
  ➤ Participated in President conference calls
  ➤ Recruiting committee members for 2013-2014 presidency
  ➤ Attended ACA Conference in Cincinnati
  ➤ Met with 2014 conference keynote -Dr. Maheu to finalize conference agreement
  ➤ Planned and prepared for ICA LDI
  ➤ Met with Heather and Brian Smith (graduate student chair) to discuss ideas/events for students
  ➤ Met with Heather T and Hannah Hamilton to organize membership letters
  ➤ Participated in ACA public policy conference call
  ➤ Organizing yearly calendar in preparation for 2013-2014 presidency

Please check which section of the action plan your work was tied to:

  _x_ Programs & Services
  __ Personnel
  _x_ Policies & Procedures
  _x_ Planning & Evaluation
  __ Physical Plant & Other Resources
  __ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

  .

Please submit to the Executive Director at idahocounseling@gmail.com
COUNCIL OF LEADERS REPORT
Office/Committee: ICA President
Date: June 13, 2013
Officer/Committee Chair: Heather Tustison

Type of Committee Report:
- Report for Board Meeting
- Recommending Board Action
- Recommending Policy Change

Report of Activities:
- Elected ACA Western Region Chair-Elect – starting July 1
- Attended ACA Conference in March
- Met with next year’s conference keynote – Marlene Maheu - *confirmed
- ACA Public Policy Conference Calls
- One Board meeting held since Conference in January
- Monthly President’s Conference Call Meetings – 2nd Monday of the month AND Council of Leaders Meetings
  - 2012-2013 CALENDAR
    - July 9
    - August 13
    - September 10
    - *October 8 – COL Conference Call
    - November 12
    - December 10
    - *January 24 – At ICA Conference in Coeur d’Alene
    - February 11
    - March 11
    - April 8 - Cancelled
    - *May 13– COL Conference Call
    - June 13 – at LDI in Boise
- Strategic Initiative Updates
  Goal: Explore startup of ICA Foundation or Endowment Fund
  Activity: Appoint a Development Committee of past ICA Officers to begin process. Consult with ACA and recommend feasibility to Board. Decision was made to not create a new committee, but to utilize the board Executive Committee.
  Responsible: Heather Tustison and Kendal Tucker
  Progress: Completed.
  Goal: Host an event for Legislators and use Political Liaison
  Activity: PP & L committee will study Matt’s plan and take action as possible. One-sheet developed. Three initiatives identified. Meetings with legislators being set. Letters to representatives sent and response received. Meet and greet event in progress.
  Responsible: Amy Jones, Matthew Geske and Heather Tustison
Goal: **Strengthen ICA through Re-engineered Governance and Organization**
Responsible: Larry Lutz and Heather Tustison
Progress: Completed. Manual available online.

Goal: **Improve Member Services and Satisfaction**
Progress: Completed. To be continued.
Responsible: Hannah Hamilton and Heather Tustison

Goal: **Advocating for the Profession and Visibility of the Organization**
Activity: Attendance at all IBOL meetings and Behavioral Health Interagency Cooperative and application to any other committee significant to the counseling profession brought to ICA attention. Attendance at:
- IBOL meetings
- BHIC meetings
- Substance Abuse Workgoup meetings
- Development of Onesheet
- IDAMFC Family Day Picnic
- IMHCA Symposium and Presented
- SPAN Idaho meetings and Golf Tournament
- Family Recovery Day attendance
- Exhibitor at Health, Beauty and Fitness Fair
- ICDA Career Development Month Proclamation Signing
Progress: Completed. To be continued.
Responsible: Heather Tustison, Amy Jones, Matthew Geske, Executive Committee

- **2013 ICA Conference – January 23-26 – The Resort at Coeur d’Alene**
- **Consultation with President-Elect for 2012-2013 appointments**
- **Attendance at Division Conferences/Workshops**
- **Attendance at Committee Events**

Please check which section of the action plan your work was tied to:
- [ ] Programs & Services
- [x] Personnel
- [x] Policies & Procedures
- [x] Planning & Evaluation
- [x] Physical Plant & Other Resources
- [x] Public Relations & Communications
Recommendations for Board Action:

- Budget Requests:
  - $150 – Registration to October 2013 Exhibitor at Health, Beauty and Fitness Fair
  - $150 – New updated retractable banner
    - Update websites and new logos
  - $750 – Northern Idaho Meet and Greet for President and President-Elect to attend

Recommendations for Policy Change:
ICA Council of Leaders Report

Office/Committee Treasurer/Finance Committee     Date:   June 8, 2013
Officer/Committee Chair:  Chandra Salisbury

Type of Committee Report:

  _X_   Report for Board Meeting
  __   Recommending Board Action
  __   Recommending Policy Change

Brief Statement of Issues and/or Report of Activities and how your work relates to the strategic plan (Please refer to the Leadership Guide Appendix B and C for the Strategic Plan and Action Plan):

  • Updated our accounting to Quickbooks over this past year
  • Work with Sue to keep accurate records
  • Work with accountant and Sue to file taxes
  • Pay bills, collect payments, collect receipts

I will be sending out a form later this month to all divisions for year end tax information.

Please check which section of the action plan your work was tied to:

  _X_ Programs & Services
  __ Personnel
  __ Policies & Procedures
  __ Planning & Evaluation
  __ Physical Plant & Other Resources
  __ Public Relations & Communications

Recommendations for Board Action, If any (State in the Form of a Motion(s) to Be Acted Upon by the Full Board):

  ***When we have more expendable finances I would move that we look into a better way to collect money through our web site. The Paypal system is not user friendly on Sue and my end and requires many hours of reconciling each month. Reports are sent to us in a lump sum and Sue has to go through individually and find out what each person paid for. Very time intensive, especially in December and January.
Please submit to the Executive Director at idahocounseling@gmail.com
## Idaho Counseling Association
### Profit & Loss
#### July 1, 2012 through June 9, 2013

### Ordinary Income/Expense

#### Income

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<th>Description</th>
<th>Amount</th>
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<tr>
<td>42200</td>
<td>Program Income</td>
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<tr>
<td>42400</td>
<td>Advertising</td>
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<td>43000</td>
<td>Conference Income</td>
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<td>44000</td>
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<td>45000</td>
<td>Investments</td>
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**Total Income** 57,233.85

#### Cost of Goods Sold

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<td>Cost of Goods Sold</td>
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**Total COGS** -336.00

**Gross Profit** 57,569.85

#### Expense

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<td>ICA LDI and related expenses</td>
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**Total Expense** 66,126.60

**Net Ordinary Income** -8,556.75

### Other Income/Expense

#### Other Expense

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**Total Other Expense** 0.00

**Net Other Income** 0.00

**Net Income** -8,556.75