

ICA Council of Leaders Meeting – Via Conference Call
November 16, 2009
Minutes
Reported by Stacy Roberts

Members Present: Lori Fairgrieve (ICA President), Linwood Vereen (ICA Past President), Sue Holmes (Executive Director), Kay Lisenbe (Treasurer), Stacy Roberts (Secretary), Heather Tustison (Conference Chair), Curtis Garner (IACES President), Janet Allen (IMHCA President), Susan Perkins (IDAMFC President), Erin Mackey (Media Chair), Addy Wissel (PP&L Chair)

1. Call to Order
 - a. 7:05 pm President Lori Fairgrieve called meeting to order
2. Approve Minutes from LDI
 - a. Motion made to Approve LDI Minutes “as is” made by Erin Mackey
 - b. Motion second by Linwood Vereen
 - c. Motion Passed
3. 2009 – 2010 Division Conference Schedule
 - a. IDAMFC by Susan Perkins
 - i. Conference last May postponed due to lack of attendance-rescheduled for March or April 2010
 - ii. IDAMFC will be contacting division presidents to ensure there are no date conflicts
 - iii. Will advertise during ICA Conference
 - iv. IDAMFC encourages divisions to promote their events during IDAMFC Conference
 - b. Heather Tustison invites divisions to advertise their workshops at ICA conference and on ICA website, including a direct link to registration
4. ACA Legislative Institute – Washington, D. C.—Linwood Vereen
 - a. ACA didn’t offer institute last year, but it will return this year. Typically held last week in February in Alexandria, Virginia
 - b. Along with training, participants also may meet with state representatives
 - c. ICA will budget to send one person to institute and grants are available from ACA to assist with expenses
 - d. ICA’s PP&L Chair, Addy Wissel, will attend on behalf of ICA. She lives in Meridian and therefore, will have easy access to state representatives for follow-up meetings
5. 2009 - ACA Regional Conference Meeting – Alexandria, Virginia—Linwood Vereen
 - a. Sue Holmes & Linwood Vereen attended last year on behalf of ICA
 - b. In lieu of regional meetings, ACA has planned one joint meeting in Virginia
 - i. ACA will offer financial support to assist states with travel expenses
 - ii. Grants in the past have been \$600 per person
 - iii. Linwood suggests sending as many people as we can afford
 - iv. Kay will factor for three ICA representative to attend in budget
 - v. Linwood will apply for ACA Grants-they should be available after Thanksgiving
 - vi. Linwood will also forward grant notices to Sue

6. Conference Chair Report—Heather Tustison
 - a. Conference will be held Jan 20-23 at Doubletree Riverside in Boise
 - b. ACA President Lynn Linde will be Friday’s Keynote
 - c. Les Greenberg will be Saturday’s Keynote and will offer intensive workshop on Friday
 - d. There will be four pre-conferences:
 - i. Clinical Supervision (will be held Wednesday & Thursday and will provide 15 CEUs)
 - ii. Eating Disorders
 - iii. Adlerian Counseling
 - iv. Counseling American Indians
 - e. Socials
 - i. Opening Social Thursday following the preconference will be a Casino Night
 - ii. Friday night social at Steelheads game
 - iii. Grad students can meet with Les Greenberg & Lynn Linde w/lunch on Friday and have coffee with Keynote
 - f. Holistic Wellness Room
 - i. 8 vendors so far
 - g. Silent Auction
 - i. Nicole Jordan is in charge
 - ii. Focus on items that counselors can use in practice
 - h. Scholarships
 - i. 10 scholarships available from Silent Auction funds from last year
 - ii. Deadline for applications is December 18th
 - iii. No applications received yet from professionals-application form will go out over listserv
 - i. Advertising for Divisions
 - i. Divisions may advertise their upcoming workshops by putting information into ICA’s conference folders or program
 - ii. Interested divisions should contact Heather

7. **Motion by Heather Tustison:**

I propose that funds remaining from the Silent Auction, after scholarships have been given, to be utilized by the Leadership Development Committee to provide a Leadership Development opportunity at the conference.

- a. Discussion
 - i. Linwood says it might be better if funds were held over for years that we don’t make as much money so that we can offer those scholarships each year
 - ii. Kay has concern over funds rolling over because it complicates books
 1. Recommends excess funding goes back into general funds
 2. Change would require treasurer to track each committee and carry over money-if money isn’t available it creates accountability issues
 - iii. Heather states people give to silent auction because they want to support scholarships, not general funds.
 1. Funds received in 2010 can be tracked and applied toward 2011 conf. where ICA could offer more scholarships or put the excess toward a social or meet & greet-something to promote leadership development
 2. Funds earned at conference could be a line item in budget in 2011
 3. Money could be separate through another account or endowment fund

- iv. Linwood suggests that ICA states silent auction proceeds are used to support scholarships and any funds after that go to ICA general funds to support ICA endeavors
- v. Sue reads motion passed in 2008 stating that ICA will offer 10 scholarships from proceeds from Silent Auction

Motion is rescinded by Heather.

- 8. ICA Conference Reimbursement Standards—Linwood Vereen
 - a. Linwood is in charge of sub-committee developed during LDI to discuss reimbursement
 - b. Committee members: Kay Lisenbe, Nicole Hill & Heather Tustison
 - c. Committee will present recommendations for reimbursement during January board meeting
- 9. ACA's request for Bylaws—Sue Holmes
 - a. Sue has received a request from ACA for a copy of ICA's Bylaws
 - i. ICA bylaws are up-to-date and ready to submit
 - ii. They are due to ACA office in March, 2010
 - b. Division bylaws are due to ACA in 2011
 - i. All divisions make certain their bylaws are current and submitted to ICA office
 - ii. IACES bylaws are not at ICA office and must be submitted
- 10. Database Update/Membership Renewals—Sue Holmes
 - a. Current database only allows for one renewal date. If members renew ICA membership and division membership at a different time, it creates problems
 - b. ISCA & IMHCA hold membership drives and information isn't always passed along to Sue, so records aren't updated accurately
 - i. When divisions send out renewals in addition to ICA sending them out, it is causing confusion for members
 - ii. Janet Allen reports she will follow-up with her board and talk with Sue
 - iii. Sue will follow-up with ISCA
 - iv. Sue invites all divisions to contact her so she can explain process & database
 - v. Sue will contact other states to see how their membership databases are handled and if a more useful program is available
- 11. Other/New Business
 - a. Media chair will send out a November newsletter & strategic plan is in place to communicate better between divisions and offer information regarding PP&L events
 - b. ICA's next board meeting
 - i. Meeting will take place at the conference: Thursday, January 21st at 7:00
 - ii. Dinner will be served
 - iii. Board reports are due to Sue January 14th
 - c. Bylaws Revision
 - i. Sue would like to have bylaws revised to allow elections to be held electronically
 - ii. Printing and mailing ballots costs ICA a lot of money and candidates typically run unopposed
 - iii. Lori Fairgrieve will talk with Bylaws chair Larry Lutz to have him begin process of revising bylaws

Motion to adjourn by Kay Lisenbe
Motion seconded by Heather Tustison
Meeting adjourned at 9:00 p.m.