

2012 Leadership Development Institute

Boise, Idaho

Thursday, June 14, 2012

6:00 p.m.

COUNCIL OF LEADERS MEETING AGENDA

Present: John R, Hannah H, Chandra S., Heather T, Diana P., Charmaine W., Liz H., Susan P., Jennifer R., Laurie F., Sue H., Amy B., James D., Kendal T., Brian S.

1. Call to Order and Introductions:
 - a) Heather called meeting to order at 6:59pm
 - b) Diane gave instructions on how to make a motion.

2. Voting Guidelines
 - a) Must be COL
 - b) Only one member from each division can vote

3. Adoption of Agenda
 - a) Michael P. motioned to accept the agenda
 - b) Brian S. 2nd accepting the agenda
 - c) Discussion: All in favor

4. Secretary's Report & Approval of Minutes
 - a) Kendal had nothing to report
 - b) Diana P. motioned to accept the secretary's report
 - c) John R. 2nd to accept the secretary's report
 - d) Discussion: All in favor

5. Treasurer's Report & Approval of Budget
 - a) Board reports were emailed last Saturday 6/9/12 by Sue H. October meeting will be a conference call on the 2nd Monday of the month. Treasure is currently in India.
 - b) Licensing Board appointed Dr. Judith Crews to the licensing board to replace Dr. Brenda Freeman.
 - c) Heather T. recommends sending congratulations to Dr. Crews via card, call, or other appropriate measures.
 - d) Discussion: Charmaine W. questioned the process of nominating a candidate to the licensing board to better understand the process.

- e) Diana P. explained how the Governor chooses to appoint candidates, which may or may not be nominated by ICA.
- f) Heather T. recommended leadership to stay informed by following IBOL's website for updates.
- g) A budget has not been finalized yet

6) Old Business

- a) Recommendations will be made today because there is currently no approved budget for ICA
- b) Chandra S. motioned a recommendation for the authorization of funds to purchase QuickBooks for nonprofits 2012 in order to facilitate the association's continued need for clarity and transparency as well as ease of data dissemination for board members throughout Idaho. In addition to purchase an external hard drive upon which to load the software and store associated data as to provide for the portability of the program and data for future treasurers. The total sum for this is \$513.95
- c) Charmaine W. 2nd the motion to recommend.
- d) Discussion: Diane motioned a recommendation that the treasurer-Elect purchase a QuickBooks software program for keeping an accounting of our finances. Diana then withdrew her motion in favor of Chandra's motion
- e) All in favor

- f) Chandra S. made a motion to recommend to include a budget for each of the university graduate student groups to assist in conducting their community service activities and showcasing these activities to the Idaho counseling Association during our annual conference. The sum will be divided and used by each university group as the Graduate Student Committee chairperson and President determined. The total requested amount is \$600.00 to be divided between the four universities.
- g) Brian S. 2nd the motion to recommend.
- h) Discussion: Leadership decided the motion would be assessed through the budget committee.

- i) Diana P. motioned to recommend that the President, President-Elect, and Treasurer be authorized to have information access to all ICA accounts, including checking, savings, and CD's and President, Executive Director, and the treasurer be authorized signers/owners on the account.
- j) Susan P. 2^{nds} the motion to recommend.
- k) Diana P. suggests having at least two elected officials to maintain the budget and fiscal responsibility.
- l) Discussion: All in favor

- m) Susan P. moves to amend the motion to state "ICA president" in Diana's motion.
- n) Brian 2^{nds} the motion to recommend
- o) Discussion: All in favor

7. New Business Action Items Submitted by COL Leaders

- a) Susan P. brought up if funds from the silent auction can be used to support students who present at the ICA conference.
- b) Susan P. recommends the graduate chair talk with the conference chair about this issue.
- c) Discussion: Topic will be further discussed in
- d) Heather T. motioned to recommend to appoint a task force including but not limited to the grad chair, awards chair, conference chair, and I ACES President to research the options for grad students to be given discounted registration to the ICA annual conference.
- e) Michael P. 2nd the motion to recommend.
- f) Discussion : All in favor

8) Adjourn

- a) Heather T. 7:43pm
- b) Liz D. 2nds the motion to adjourn
- c) Discussion: All in favor