**CONNECTICUT SOCIETY FOR PSYCHOANALYTIC PSYCHOLOGY**

**Minutes of the Executive Board Meeting**

**Saturday, April 27, 2013**

**8:00 AM to 9:30 AM**

**Attendees:** Anna Badini, Carlo Codato, Jill Delaney, Lois Fox, Elaine Hunter, Michael Kahn, Dean Leone, Barbara Marcus; Ira Moses; Dale Ortmeyer; Inge Ortmeyer; Mickey Silverman; Ann Singer; Wendy Stewart

**Absentees:** Allison Brownlow, Ellen Nasper, Nancy Sachner, Rachel Torello

I. The minutes from the last meeting were approved

II. Update from Registrars on today’s registration numbers (so far): Carlo Codato

and Inge Ortmeyer

1) 82 people

2) We decided to cut off online registration 48 hours prior to a conference

III. Long Range Planning Committee: Wendy Stewart presented her report.

A) There is an overlap in the functions of three committees: Outreach, Early Career, and Long Range Planning.

**\*** The primary function of the Outreach Committee is to coordinate all continuing education activities (other than the clinical conferences) for CSPP members – to be the clearing house for any activity being considered, so there is no overlap

**\*** The secondary function of the Outreach committee is to publicize to professionals outside CSPP who we are and what we do

A vote was unanimously accepted that:

1)The Long Range Planning Committee’s name be changed to “Coordinating Committee”, and that, as a clearing house, all projects considered be submitted to the Coordinating Committee to prevent conflict of dates and overlap of subject matter.

2) Everyone considering a program or project, must let the President- Elect know before the fact. Dean will provide a calendar every other month to be filled out on the Website

B) Welcoming new members.

As an effort to increase the comfort level and participation of new members, it was decided that :

1) All new members at comnferences be identified by the addition of a golden star sticker (provided by Elaine) placed on their name tags, starting at today’s clinical conference.

2) The President as well as the appropriate Regional Representative give the new member a welcoming call.

3 As a “new member party” or other event had previously been suggested, this function could better be fulfilled by the Membership Committee.

C) Advisory Board:

Setting up a small group to consult with the President about urgent matters was decided against .

D) Policies and Procedures.:

The Committee continues to work on revisions to our current Policies and Procedures which were most recently revised in 2008.

IV. Mailing List Issues: Ellen Nasper (absent)

In Ellen’s absence, Elaine presented the update:

**\*** We discovered a long list of people to whom we send flyers, but who are not CSPP members. In order to monitor results, it was therefore decided to add a question to the registration form: “how did you find out about the conference?”

V. Brochure and Logo Designs: Anna Badini

Anna distributed several copies of mock brochures and logo designs, for the Board Members to comment on, or choose their favorite. She was thanked by all for her efforts.

\* There were no favorites, and it was decided to continue the search for the

most appropriate image and logo for the brochure.

\* All Board Members were invited to send to Anna any image they might find and prefer, for further processing until one is found that the majority of members approve.

VI. Communications Coordinator: Jill Delaney and Dean Leon

1) It was emphasized that we introduce ourselves to new members (displaying the star sticker on their name tags) in order to be more accessible to them as members of the Board.

2) A list of Listserve guidelines was finalized and sent out to the Board. The list will be revised and distributed every three months to all members.

3) Anyone wanting to send out an announcement or other written communication, should send it to Jill, so that she may compose the text on our new stationery to look professional.

4) A list of the names of Board Members will be sent to the membership.

VII. Clinical Conference Committee. Ira Moses

A discussion was held regarding seminars:

**\*** How many people are necessary to make holding the seminar feasible?

**\*** How much to charge. No figure was agreed upon.

**\*** How and whether to split the fee with the instructor

Splitting the fee was approved, but the instructor’s reward will be in the form of an honorarium.

VIII. Finalizing plans for the Business Meeting of May 18: Elaine Hunter

**1)**  End-of-Year Reports from all Officers and Committee Chairs are required.

The report should be submitted to Elaine one week before the meeting, and should reflect this year’s work and plans for next year.

**2)** ”Meet and greet the Board” It was decided--and an email invitation is being crafted--to invite the general membership to join the Board for an open meeting for the last half hour, during which Board Members will leave the table to greet them and present what Committees do and how we function.

IX. Finalizing plans for the Retreat on June 1st: Elaine Hunter

The Retreat will be held at Elaine’s house, to last from 10:00 AM to 4:00 PM.

In the interim everyone should:

1. Think about Agenda items.
2. What we would like to see in the future for our Committees.

X. Treasurer’s Report: Jill DeLaney

Jill presented her report for 1st quarter-2013:

1) We are solvent, with $26,820.17 total

The closing balance is $19,581.00

CD Balance to March 31 is $7,239.17

2) Stephanie Kloos was our largest expense: $1,037 Newsletter; $2,464 Direrctory; $522 Blechner, $599 Mark Blechner

Elaine thanked the Board Members and adjourned the meeting at 9:00 A.M.

Respectfully Submitted,

Anna M. Badini, Ph.D

Recording Secretary