**Minutes of CSPP Board Meeting**

**February 8, 2014 8:30 am – 10:00 am**

In attendance: Anna Badini, Allison Brownlow, Carlo Codato, Lois Fox, Elaine Hunter, Michael Kahn, Jany Keat, Dean Leone, Barbara Marcus, Ira Moses, Ellen Nasper, Mickey Silverman, Ann Singer, Wendy Stewart, and Rachel Torello.

Absent: Nancy Sachner, Dale Ortmeyer, and Jill Delaney.

Elaine Hunter opened the meeting at 8:30 am. Lois Fox moved to approve the minutes from the January 11, 2014 retreat. Mickey Silverman seconded the motion, and the minutes were unanimously approved.

1. **Registrars' report: Anna Badini & Carlo Codato**

The registrars reported 36 pre-registrations for today’s conference. Carlo noted that NASW charges $400 to process CEU applications for 1-4 conferences. The next conference would be the fifth, so we will pay NASW an extra $100 to process CEUs for 5 more conferences. Carlo also reported that he cannot continue his work on the Board after June because of work commitments. The Board expressed appreciation for his hard work. Board members will consider ideas for other people who may consider taking on this role.

1. **Website Committee update: Rachel Torello**

The Website Committee is working hard to build the new website using a host and software that has capacity for membership management too. All membership data will be stored on the website, including member contact information, membership status, conference registrations, etc., and multiple assigned administrators will be able to go online and see and work with whatever data is relevant to them. The Website Committee hopes to make itself obsolete, because, once the site is up and running, various committees and officers will be involved in updating their aspect of the website. In order to complete the transition, the Website Committee needs our current database from Stephanie Kloos. Elaine and Dean will communicate with Stephanie about the transition we are making and arrange for the current membership data to be made available to the Website Committee.

1. **The Clinical Conference & Education Committee: Ira Moses & Ellen Nasper**

The Board discussed the timing of announcing the transition of the Chairmanship of this committee from Ira to Ellen. It was agreed that Ira would make an announcement at today’s conference and Elaine Hunter will send an email announcement, so that Ellen can begin reaching out to the membership for ideas for speakers and topics.

Given the rise in fees at the Lawn Club, Ellen has been looking at other venues for conferences, including the Whitney Humanities Center, other Yale venues. WHC does not charge any rent, just maintenance, but this would be a $200 minimum. Catering would have to be managed separately and we do not yet have data on the costs of that, and parking there is an additional challenge. The Board agreed to defer making any venue change for a year, since Ellen will have plenty of work starting new role. Ellen moved to raise our conference fees by $5 to cover the fee increase at the Lawn Club. Lois Fox seconded. The Board discussed that, at $40 for the regular rate, our conferences would still be inexpensive and that a $5 increase for student rates would also not be prohibitive. The fee increase was approved unanimously.

1. **Diversity Committee: Ellen Nasper**

Ellen presented the report of the Diversity Committee (see attachment). One of the proposals the committee has developed is to conduct mini-meetings on diversity issues. Ellen asked whether there was money in the budget to do mini-meetings at Whitney Humanities Center to take the burden off members offering their homes for such events. Each regional representative has a $300 budget, which would not cover multiple mini-meetings at a venue. Most Board members did not see a reason for changing the current tradition of holding mini-meetings at members’ houses.

1. **New Directory Format: Ellen Nasper**

Ellen presented the new directory format we have used this year, following the Massachusetts Institute of Psychoanalysis directory as a model. The font is smaller and headings are abbreviated, allowing for two columns, with a key to the abbreviations at the bottom of each page. The Board discussed the fact that, after transitioning to our new website, we would hope for more online use of the directory but will be able to print out copies for people who wish. The Board would like the printed version to include a listing of members by populations served. Ira Moses suggested we should also consider including the managed care panels to which practitioners belong. Some Board members were not comfortable with this idea. Mickey Silverman suggested including whether a practitioner has a sliding fee scale available in addition, to avoid appearing as advocacy for the panels. The Board agreed to table this issue for now and decide on it at a later date. The Board thanked Ellen for her work on the directory.

1. **Archives of minutes: Jany Keat**

Jany reported that we could archive minutes of Board meetings on the website as PDF documents. Wendy has been emailing presidents of other chapters to find out how long they keep their meeting minutes for, but has received no responses. Jany will ask about this issue at the Section IV meetings at Division 39’s Spring Meeting in April.

1. **Logo contest: Elaine Hunter**

Elaine described the logo contest we have entered. We paid $275 and described our work and mission, and designers submit logo designs. Elaine has been rating the designs and providing feedback. The contest organizers agreed to extend our contest for one more week and encourage top designers to enter. The Board will vote on the top-rated designs at the end of the contest.

1. **Newsletter: Mickey Silverman**

Mickey reported that the Fall/Winter newsletter was forwarded to Stephanie Kloos mid-week and she has promised a prompt turn-around. She requested suggestions, criticisms (not too many!), and ideas for future issues. Mickey reported that members of the Diversity Committee have expressed enthusiasm for creating an issue dedicated to Diversity discussions, etc. Other possibilities might include an ongoing column or a special section of the next issue devoted to diversity. Mickey asked for feedback. Elaine expressed concern about the expense of doing a separate edition of newsletter. Ellen stressed that, if not a separate edition, the diversity content at least needs to be prominent and substantial. The Committee wants to share the work they are doing and their personal explorations. It was agreed that the role this content should play in the Newsletter will become clearer as the pieces are written and developed.

Mickey also asked for feedback on how conferences are covered. The Board expressed satisfaction with the current practice of hearing multiple perspectives about conferences, instead of having a single reporter.

Mickey noted how critical Stephanie Kloos’s work is for the newsletter. The Board agreed that we would continue to use Stephanie for producing the Newsletter.

1. **Roles and tasks of officers and committee chairs: Elaine Hunter**

Elaine asked Board members to describe their roles and tasks as officers and committee chairs, which was last done two years ago. All agreed to do this by March 22.

1. **Business meeting on March 22: Elaine Hunter**

Elaine reported that the next Board meeting will be an open business meeting, so we will invite general membership to attend at 9:30 am. This is a good opportunity to let people know who the Board is and what we do.

1. **Other**

The Board brainstormed ideas for increasing the mailing list. We have been reaching out to NASW-CT and will continue to do so. Steve Karp, NASW-CT’s chair, is attending the conference today. We should also make sure we are reaching out to clinical programs at universities in the area, such as University of Hartford, University of New Haven, Southern Connecticut State University, Fairfield University. Dean agreed to explore these colleges. Dean will also look into getting onto the Connecticut Psychological Association mailing list.

The Board discussed holding a party. Barbara, Rachel, Lois, Wendy, and Allison will be on the committee. Barbara will find a suitable date in May or June for holding the party at her house. The Board decided that we should consider whether we have enough funds in budget to pay for this, or whether Board members should contribute a small amount, as has been done in the past.

The meeting was adjourned at 9:50 am.

**ATTACHMENT**

Diversity Work Group Meeting

February 1, 2014

Present: Nakia Hamlett, Barbara Marcus, Rita McCleary, Susan Nathiel, Maria Oliva, Mickey Silverman, Rachel Torello, Dee Unterbach, Ellen Nasper, Chair.

Absent: Michael Kahn

The focus of this meeting was to review and discuss our responses to Michael’s draft survey of the membership on issues of diversity. Two members of the group (Susan Nathiel and Maria Oliva) had drafted new questions for discussion in response to Michael’s questionnaire. The new questions focused more specifically on our personal responses to and experiences with issues of diversity.

This discussion was wide ranging but touched on trying to articulate the multiple dimensions of issues of diversity. We concluded that first we would focus on articulating our own personal reasons for thinking that pursuing these issues are important. We will not distribute the survey to the general membership until we have clarified our own thoughts more. We seemed to be in agreement that our task is in part to advocate for the importance of these issues in the ongoing growth and vitality of the organization.

We concluded the following plans .

First, it was proposed that we have a Special Edition of the CSPP Newsletter to focus on issues of diversity in CSPP. We would hope that multiple members, including members of the committee, would submit thought pieces for that special edition. Maria Oliva and Susan Nathiel have agreed to collaborate with Mickey Silverman and her committee to develop this special edition.

Second, it was agreed that we will go ahead to plan a series of mini meetings focused on diversity, using the talents of members of CSPP who have expertise in various areas of diversity. This could include movies and discussions as well as lectures. Rita McCleary and Nakia Hamlett agreed to work with Ellen Nasper on this.

Finally we agreed to meet next on March 15, 2014 at 12noon at 7 Burns Street, New Haven, CT. At that meeting each of us will discuss our personal reasons for finding these issues meaningful and relevant to our work at CSPP.

Respectfully submitted,

Ellen Nasper, Ph.D.