



The Potomac Art Therapy Association

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**Board Meeting
November 16, 2013
10am-12pm
GWU Art Therapy building, Alexandria, VA**

Item	Supplemental Information/Discussion	Action
CALL TO ORDER	Rebecca called the meeting to order at 10:15 AM EST, Suzanne 2nd	
Roll Call	<p>Members Present: Kim Ottinger, President Kate Martin, Secretary Suzanne Fortnum, Delegate Crista Kostenko, Membership Rebecca Wilkinson, Alternate Delegate</p> <p>Members Not in Attendance: Jackie Jones Biggs, 1st yr. student rep Tom- 1st yr. student rep. Stephanie Tyler, 1st yr. student rep. Beth Marie Tutt, Communications chair (blog)</p> <p>Others In Attendance: Lee Abbott Lina Cates Kathrine Tucker Lindsey Bullock</p>	
Agenda		

	<p>Agenda:</p> <ol style="list-style-type: none"> 1. Call to Order 2. Approval of the Agenda 3. Approval of the Minutes 4. Board Member Reports 5. Transitioning terms 6. Website info 7. Starting to get new board members involved in new term 8. Licensure 9. Communication-paypal link to account 10. Recent events and upcoming events 11. Strategic planning 12. Chapter info update 13. Symposium 14. Call to Adjourn 	
APPROVAL OF AGENDA	Rebecca motioned to call meeting to order, Suzanne seconds	
Motion # 53.2013:	Approval of Agenda. Rebecca approves, Kate seconds	
Motion # 54.2013:	Approval of Last meeting's minutes: Rebecca approves, Suzanne seconds	
EXECUTIVE BOARD REPORTS		
President Kim O Hill	<p>Kim- present</p> <p>Check- in with board member positions for the new term:</p> <p>Kate will be moving from President Elect into the position of President. Kim will be moving from President to the Treasurer Role, with an option to help out in other capacities on the board.</p> <p>Deni Branchau has expressed interest in the ethics chair position. The board welcomes her to this position and Kate will follow up with her.</p> <p>We are in need of someone to take on a secretary position. Some interest was expressed by Lina Cates, an art therapist who is new to the area and was involved in her local chapter in California.</p> <p>Crista expressed her desire to stay on as the Membership chair, with the understanding that she will need to have more support in her position. A suggestion was made to delegate more and make the position a 2-</p>	<p>Cheryl Doby- Copeland would like to be included on the minutes email- Kate will include her.</p> <p>Kate will contact Deni Branchau</p> <p>Crista will contact Steph and Jackie</p> <p>Current student reps need to reach out to other students for</p>

	<p>3 person role that is shared. Crista suggested that the student reps who recently graduated might be interested in helping out with some of the Membership chair's tasks. Crist will talk to Jackie and Steph about sharing the Membership chair position. We will also have our current student reps reach out to other students who could help Crista transition out.</p> <p>Suzanne will be stepping down as our Chapter Delegate as she is not able to commit to the conference in the summer 2014. She is interested in taking on the scholarship role as she is familiar with it and successfully handled scholarships this last year.</p> <p>Rebecca will be staying on as Delegate.</p> <p>It was also discussed that the board needs help on small tasks. We need to discuss, as a board, the small tasks that need to be done and who will it- the small things that need to be delegated! (i.e. updating member lists on Evite, Yahoo, etc.)</p>	help on the PATA board.
President-Elect Position open	Kate- present	
Secretary Kate Martin	<p>Kate- present</p> <p>The board discussed board meeting attendance and what could be done to increase attendance. A concern was raised that perhaps the board meetings do not appear open to all members. Perhaps people misinterpret the invites and do not feeling like they can attend. A point was raised that the board meetings need to be held every month and that people need to know that they are board meetings. The happenings of the board need to be open and accessible. It is important to call them what they are- Board Meetings rather than something of another name. In response to this concern the board came up with some alternative wording to use on the advertisements. A suggestion was made to call it "Board Meeting and Networking Event", "Board Meeting and Meet and Greet" and "Board Meeting and Art Making Workshop".</p>	
Treasurer	Kim Ottinger is thinking of stepping into this position	

<p>Delegate & Alternate Delegate Suzanne Fortnum Rebecca Wilkinson</p>	<p>Suzanne-present</p>	<p>Students will post on FB a call for art therapist info for PATA's directory.</p>
<p>Governmental Affairs Position open</p>		
<p>Membership Crista Lynn Kostenko</p>	<p>Crista- present</p> <p>Rebecca provided a report on her students who are working on a project involving putting together a database of art therapists practicing in the area. Her students provided an update of the work they are doing. Most people really liked the idea of having their info available to the public. Format of the directory was discussed and a suggestion was made to follow the ATBC directory format as it is very helpful. The board agreed with this suggestion.</p> <p>The students are collecting information through a phone tree. They are contacting many of our PATA members in the process and a decision was made that some additional questions could be asked related to PATA in addition to the professional information the students are already asking art therapists for. The board decided on two additional questions and those are being included.</p> <p>The PATA board also discussed putting together questions for our own membership outreach, which will happen in the next few months. A suggestion was made that board members also express what they feel their strengths are so that if not all board members feel comfortable making calls they don't have to. A list of questions will be shared via email by Nov. 26th.</p> <p>Issues getting PATA event info: It may be helpful to educate people about the ways to get info about PATA when we call. We also might want to post something on FB. A suggestion was made to have a link on the website that would allow members to subscribe to our email list if they have not been receiving info.</p> <p>Send out an email blast to PATA members, Facebook announcement. Reaching out to members through the phone tree would be a good thing to do soon.</p> <p>Phone tree ideas to improve the phone survey:</p>	<p>Board members will prepare questions for the phone tree survey and send to each other by Nov 26th.</p> <p>Kate will follow up with Ryan about putting a sign up button on the PATA website.</p>

	<p>1- Feedback on previous events 2- events they would like to see in the future (Supervision, dance workshop) 3- interested in the visioning retreat. 4- What are your thoughts on DC licensure? Interest in helping out? 5- What topic people are interested in having in a symposium next year? 6- Where are the members getting the info about PATA?</p> <p>How do we get info out there? Is there a better way to get connected? *We need someone to be able to update the membership lists on yahoo group, evite, For visioning- membership, communication.</p>	
<p style="text-align: center;">Programing Deborah Bunkley</p>	<p style="text-align: center;">Deborah- not present</p> <p>Upcoming events:</p> <p>1) December Board Meeting and Member Potluck/Holiday Party: December 14, 2013. Will be at Kim’s house in Maryland. Rebecca put forth a motion (Motion #55.2013) to buy art materials for the PATA party. Kate seconds this motion. A suggestion was made that attendees be encourage to bring the recipe of the dish that they are bringing and perhaps there could be a “bake off”. The board decided that the event would be a potluck.</p> <p>2) The Dance Therapy Workshop: Planned for January 2014. Gioia Chilton and Naomi Nim are planning the event and will be in touch with PATA about the details. PATA will start to advertise the event once the information is received. We are still in need of the workshop objectives, a flyer, etc.</p> <p>3) Visioning retreat: Planned for March or April, 2014. A suggestion was made to use the criteria that AATA uses for strategic planning. Planning needs to start now in order to be able to advertise the retreat starting in January.</p> <p>4) 2nd Symposium: Planned for October 2014. A guide still needs to be put together for the symposium. We need to start thinking about this in January. Symposium chair position is available and we are looking for someone to volunteer for that position.</p> <p>Possible event: A suggestion was made to have a networking event for people looking to supervise and those looking for supervisors. MATA has done this in the past and a suggestion was made to reach out to MATA about the supervision events- how they do them and what they do, organize, follow up. Licensure</p>	<p>Board members will come up with ideas of leaders and retreat centers for the retreat- ideas will be due at the next (Dec.) meeting.</p> <p>Kim will touch base with Amanda and Liz of MATA about supervision event.</p>

	issue?	
Research	Position put on hold	
Scholarship Position open		
Public Information Position open		
Jobs/Referrals Position open		
Ethics Kimberly Hanrahan- Havern	Kimberly –not present	
Publications Rachel Schreibman Beth Marie Tutt	Rachel – not present Beth- not present	
Student Representatives Jackie- 2 st yr. Tom- 2 st yr. Steph- 2 st yr. Abby- 1 nd yr. Megan- 1 nd yr. Nina- 1 nd yr	Jackie- not present Steph- not present Tom- not present Abby-not present Megan- not present Nina- not present	
COMMITTEE REPORTS		
NEW BUSINESS		

PATA Vision for 2013		
2013 PATA Board Meeting Calendar	*Third Saturday of every month from 10am -12pm	
Next Meeting	<p>Next meeting is Saturday 12/14 from 10am- 1pm</p> <p>Kim's House, Lanham, Maryland</p> <p>Agenda</p> <ol style="list-style-type: none"> 1. Call to Order 2. Approval of the Agenda 3. Approval of the Minutes 4. Board member reports 5. Welcome new board members 6. Update of Events for 2014 (Dance workshop, Vision retreat, etc) 7. Membership survey (Phone tree) 8. Communications 9. Website 10. Symposium 11. Licensure 12. Motion to adjourn <p>For phone meetings: Dial-in Number: (605) 475-4800 Participant Access Code: 993539#</p>	
MOTION TO ADJOURN		
Motion #56.2013: Adjournment	Meeting adjourned by Kate, Suzanne seconds motion.	11:44am