



The Potomac Art Therapy Association

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Board Meeting
Saturday, March 19, 2011
 Teasm, Washington, DC
 10:00am – 12:00pm EST

Item	Supplemental Information/Discussion	Action
CALL TO ORDER	Deborah B. called the meeting to order at 10:15 AM EST Rebecca 1 st , Kimberly 2 nd	
Roll Call	<p>Members Present: Deborah Bunkley, President Kimberly Hanrahan-Havern, Ethics Kate Martin, 2nd year Student Representative Elva Anderson Rebecca Wilkinson, Alternate Chapter Delegate Cara Reiner, 1st yr. Student Representative Kim O.H., Governmental Affairs Kim H.H., Governmet affairs</p> <p>Board Members Not in Attendance: Amy Tatsumi, Delegate Crista Lynn Kostenko, Membership Rachel Schreibman, Publications/ Newsletter Chair Heidi Bardot, Scholarships Chair Philip Pradier, Treasurer Beth Tutt, 2nd year Student Representative Kathryn H., 1st yr. student rep</p> <p>Other Attendees: Becky Jacobson Lianai M. Vazquez Santana Phoebe Farris</p>	

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	Suzanne Fortnum	
Agenda	<ol style="list-style-type: none"> 1. Call to Order 2. Approval of agenda 3. Approval of Feb 19, 2011 minutes 4. Report on Scholarship (See Scholarship Chair) 5. Kim O.H. and Kim H.H. report on public relation & government relations (See Government Affairs) 6. Update on PATA gift- magnets (See Student Representatives) 7. Budget for 2011 (See Treasurer) 8. Children's mental health day (See Programs and Multicultural) 9. Update on website (See Website Committee) 10. CEUs Approval (See Delegate & Alternate Delegate) 11. Bus Boys and Poets (See Programs and Multicultural) 12. Update on Conference (See 2011 Conference) 13. Call to Adjourn 	
APPROVAL OF AGENDA		
Motion # 12.2010:	Deborah call to order. Rebecca 2nd	
Motion # 13.2010:	Rebecca motion, Elva 2nd	

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EXECUTIVE BOARD REPORTS		
President Deborah Bunkley	Present	
President-Elect Kim Hills	Present	
Secretary Kate Martin	Present	
Treasurer Philip Pradier	<p>Not present</p> <p>\$2900- Budget for 2011. So far for 2011 we have brought in \$1400 from membership. Last year we received \$2190 for membership. We need to increase membership.</p> <p>PATA expenses: \$180 for phone (per year) \$219 P.O. Box (per year) \$65 for printing \$450 conference fee (for one PATA delegate to attend) \$350 scholarship awards \$208 insurance (per year) \$500 continuing education (\$250 budgeted for next year) \$250 website- we need to get an amount for per month fee.</p> <p>*We need to figure out what the events will cost and the board need to discuss what we want to spend on the events.</p>	
Delegate & Alternate Delegate Amy Tatsumi & Rebecca Wilkinson	<p>Rebecca- present Amy- not present</p> <p>CEU process: we have gotten our national board provider status (#6500). We can now provide events as a member benefit.</p> <p>Requirements: - Events need to be targeting counselors. When we have an event we need to make sure enough</p>	<ol style="list-style-type: none"> 1. Rebecca will write a job description of the NBCC role. 2. Rebecca will also make a list of the

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	<p>of it that has a mental health component.</p> <ul style="list-style-type: none"> - Every event needs to have an evaluation process to ensure that it meets the CEU criteria: certificates will be awarded and PATA will announce responsibility for the event. We have to state our provider name and number, etc. on all of our promotional material. This info needs to be on the EVITES as well. <p>Other requirements include:</p> <ul style="list-style-type: none"> - We always have to list objectives (2-3 objectives, related to art therapy and counseling). - Participants will be given an evaluation to rate the presentation and how it correlates to the objectives. - Cost: Usually \$5/ hr. Not usually more than \$25 regardless of time. <p>*Ethics and multiculturalism CEUs are required so people are most likely to attend events on these topics. We can have both CEU events and non-CEU events.</p> <p>Rebecca volunteered to make sure all necessary documentation is included during event and in event advertising. As a board we need to determine who is responsible for coordinating the events (advertising, venue, etc.).</p> <p>Pressing concern: We need to start advertising Jeffery's event. It appears that GWU will have the space for this, but we need to double check with Heidi.</p> <ul style="list-style-type: none"> - We need to think about marketing the events. We could send invitations to other schools in the area. We need someone to take on that role. Rachel Schreiber may be able to help with marketing. <p>Places to host events:</p> <ul style="list-style-type: none"> - Silver Spring veterans center: \$20 per hr and is metro accessible. These rooms are very large and have sinks in them. - Banca Civica (17th and Penn)- huge open space with windows. Need to reserve in advance. No cost. Suzanne Fortnum has the contact information. 	<p>way the event need to be managed.</p> <ol style="list-style-type: none"> 3. Deborah will check with Heidi about the use of the Room for Jeffery's presentation. 4. Talk to Rachel S. about marketing. 5. Suzanne will send the contact for Banca Civica.
<p>Governmental Affairs Kimberly Ottinger-Hills</p>	<p>Kim O.H. - Present.</p> <ul style="list-style-type: none"> - GAC is recently revisiting the position statements and we need to get a log in name for Kim to be able to access the info. - Arts Advocacy Day on the Hill - Suzanne F's fiancé could help with making connections on the Hill. - Committee: Suzanne will participate on this committee (Deborah motions, Elva seconds this 	<ol style="list-style-type: none"> 1. Find out who is on the Arts Advocacy board. (Donna Betts?) 2. Kim O. H.

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	motion)	will email Sarah Kramer and will email the board
Membership Crista Lynn Kostenko	Not present	
Programs and Multicultural Elva Anderson	<p>Children's Mental Health Day Event- May 3rd.</p> <ul style="list-style-type: none"> - Looking for supplies and volunteers. - Themes could include bullying, resilience, mother's day - AATA is having an event- all chapter members welcome. We need to let them know who is coming. <p>BusBoys and Poets Event, (14th and V)- No date set as of now.</p> <ul style="list-style-type: none"> - Film Suggestions: <i>Mirror Dance</i> (depicts expressive therapies, ETC, art and movement, music, multi-cultural issues) - Need to see what dates work best for venue and PATA. After the conference may be a good time for the event. - Develop educational aspect to elaborate on following the film showing so that we can offer CEUs. 	1. Deborah will send out an email to let people know about the AATA event.
Research	Position put on hold at Feb 20, 2010 meeting	
Scholarship Heidi Bardot	<p>Not Present.</p> <p>Deborah checked with Heidi about the scholarship chair. Heidi will be resigning as Scholarship Chair. This position will now be temporarily held by Kimberly O. Hills who will communicate scholarship information and collect applications from GWU art therapy students.</p>	
Public Information Position Vacant		

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Jobs/Referrals Position Vacant		
Ethics Kimberly Hanrahan-Havern	Present- nothing to report	
Publications Rachel Schreibman	Not present- nothing to report	
Student Representatives Kate Martin Beth Tutt Cara Reiner	<p> Kate M.- present Cara R. - present Beth T.- not present Kathryn H. -not present </p> <p> Magnets made by Tracy's Kids were shared with the board members. We want to have CREATE get involved in making magnets for the conference bags. We will have to get the cards for CREATE and Tracy's Kids in order to recognize these organizations on an informational card that will accompany the magnets. Becky will help with getting CREATE involved in the project. CREATE has high school interns and can help with creating objects. In May there will be a camp starting with lots of kids who could help, but the space may be limited. We need to figure out a good time to create the magnets at both sites. </p> <p> The board decided that the objects for the conference bags should be created by the end of May. It was suggested that Tracy C. can be asked to pick three different work days-a couple evening times and one day time if that works for her. There can also be a time allotted to having volunteers from PATA do the kiln firing. </p> <p> An EVITE can be sent to have people in order to facilitate sign up for the art making times (3-4 hr. sessions). </p>	<ol style="list-style-type: none"> 1. Becky will talk to CREATE for the project. 2. Kate will talk with GWU students to see what dates work and collaborate with Tracy about best dates and times. 3. Cara will share the scholarship info with the students.

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COMMITTEE REPORTS		
Web Subcommittee	The website is being worked on and it is at the point where it is ready. Some slight changes may need to be made, but it is not necessary. One suggestion was to try to reduce the amount of info on the site. We need to have it published by the end of the month. The board agreed that it appeared very professional and ready to be published.	1. Board members can give feedback to the website committee before publishing the site.
Nominating Subcommittee	No report	
NEW BUSINESS		
2011 Conference	Kim Hills will need help with the conference planning. Email her if you want to help.	2. Kim H. will email the student reps with information about positions on committee that are needed.
Agenda 2011 PATA Board Meeting Calendar	<p>Agenda for April 16th, 2011</p> <ol style="list-style-type: none"> 1. Call to Order 2. Approval of Agenda 3. Approval of minutes 4. Rebecca will report on NBCC role and event management tasks. 6. Update of Geoffery Edwards presentation. 7. Rachel S. will report on marketing of CEU events. 8. Suzanne will report on Banca Civica site. 9. Update of conference planning 10. Call to Adjourn <p>Calendar:</p>	<p>Hosting meetings at Teatism, DC ~Alternate with Conference calls as needed ~Open board meetings with activities to draw members</p>

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	<p>Next Meeting: April 16th The George Washington University Art Therapy Program (Alexandria VA)</p> <p>May 21th Teaism June 18h Conference call July 16th TBD August 20th Conference call September 17th Possible member programming/event October 15th Conference call November 19th Possible member programming/event December 17th Conference call</p> <p>Meetings held 3rd Saturday of every month from 10-noon via either face to face or conference call.</p> <p>For phone meetings: Dial-in Number: (605) 475-4800 Participant Access Code: 993539#</p>	
Next Meeting	April 16 th Date may be changed to April 9 th and include member programming/event	
MOTION TO ADJOURN		
Motion # 14.2010: Adjournment	Deborah motioned, Rebecca 2nd	Motion Carried 11:32