



# The Potomac Art Therapy Association

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## Board Meeting June 8 2014, 10am-12pm Arlington , VA

Item	Supplemental Information/Discussion	Action
<b>CALL TO ORDER</b>	Rebecca called the meeting to order at 10:10am EST Sue Ann 1 <sup>st</sup> , Kate 2 <sup>nd</sup>	
<b>Roll Call</b>	<p><b>Members Present:</b>  Kate Martin, President  Su Ann Hastings, Events Chair  Crista Kostenko, Membership Chair  Steph Tyler, Communications Chair  Rebecca Wilkinson, Delegate</p> <p><b>Members Not in Attendance:</b>  Gioia Chilton, Scholarships Chair  Ji Young, 1<sup>st</sup> yr. PATA rep  Deni Brancheau, Ethics Chair  Meagan Oliphant, 2<sup>nd</sup> yr PATA rep  Suzanne Fortnum, Alternate Delegate  Jane woo, 1<sup>st</sup> yr PATA rep  Abby Timberlake, 2<sup>nd</sup> yr PATA rep  Kimberly Ottinger, Treasurer  Nina Salzberg, 2<sup>nd</sup> yr. PATA rep</p> <p><b>Others In Attendance:</b>  Nancy Parfit Hondros, future Drexel student  Lori Kelly, current GWU student</p>	

<b>Agenda</b>	<ol style="list-style-type: none"> <li><b>1. Call to Order</b></li> <li><b>2. Approval of Agenda</b></li> <li><b>3. Approval of Minutes</b></li> <li><b>4. Board member reports:</b> <ul style="list-style-type: none"> <li>• President                      Kathryn Martin</li> <li>• President Elect</li> <li>• Secretary</li> <li>• Treasurer                      Kimberly Ottinger</li> <li>• Delegate /Alternate      Rebecca Wilkinson /Suzanne Fortnum</li> <li>• Government Affairs</li> <li>• Membership                  Crista Kostenko</li> <li>• Programming                Sue Ann Hastings</li> <li>• Ethics                            Deni Brancheau</li> <li>• Scholarships                Gioia Chilton</li> <li>• Communications            Steph Tyler</li> <li>• PATA Reps                    Nina Salzberg, Abby Timberlake, Meagan Oliphant (2<sup>nd</sup> yrs)</li> </ul> <p style="text-align: center;">Ji Young and Jane Woo (1<sup>st</sup> yrs)</p> </li> <li><b>5. DC Licensure</b> <ul style="list-style-type: none"> <li>- Update on committee formation</li> <li>- Next steps &amp; timeline for achieving these steps</li> <li>- Committee conference call date</li> </ul> </li> <li><b>6. Membership phone outreach</b></li> </ol>	
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	<ul style="list-style-type: none"> <li>- Feedback from phone calls</li> <li>- email blast to members that need to renew</li> <li>- Update on reaching out to members via email (Rebecca's students &amp; Steph)</li> </ul> <p><b>7. Communications/website update</b></p> <ul style="list-style-type: none"> <li>- Art therapist of the month spotlight (Nick Denson)</li> </ul> <p><b>8. Scholarships</b></p> <ul style="list-style-type: none"> <li>- Update (Gioia)</li> </ul> <p><b>9. NBCC Renewal</b></p> <ul style="list-style-type: none"> <li>- Update (Rebecca &amp; Kim)</li> </ul> <p><b>10. Events</b></p> <ul style="list-style-type: none"> <li>- Review: Visioning Workshop <ul style="list-style-type: none"> <li>- Kate Trygstad's report</li> <li>- Impressions, feedback, moving forward</li> </ul> </li> <li>- Future Events <ul style="list-style-type: none"> <li>- Creation of application for workshop presenters (Sue Ann &amp; Kate)</li> <li>- Grant writing workshop- host?</li> <li>- Supervision event</li> <li>- Lori Gordon (follow up)</li> <li>- Tentative Schedule for next board meetings- June, July, August</li> <li>- September potluck and awards</li> </ul> </li> </ul> <p><b>10. Call to Adjourn</b></p>	
<b>APPROVAL OF</b>	Rebecca motioned to call meeting to order, Sue Ann seconds	

<b>AGENDA</b>		
<b>Motion # 70.2014:</b>	Approval of Agenda. Rebecca approves, Crista seconds	
<b>Motion # 71.2014:</b>	Approval of Last meeting's minutes: Rebecca approves, Kate seconds	
<b>EXECUTIVE BOARD REPORTS</b>		
<b>President</b> Kathryn Martin	<p>Kate- present,</p> <p><b>DC Licensure</b></p> <ul style="list-style-type: none"> <li>- Licensure committee had a conference call last week and Kate provided an update.</li> <li>- PATA needs to put together a survey to reach out to all art therapist in DC to see if there is an interest in licensure. Kate has reached out to MATA to see if that put together a survey for membership interest in DC licensure. The goal is to be budget neutral to DC so we need to make sure there is enough interest.</li> </ul> <p>-Gioia and Kate also reached out to WALA for legal advice on the licensure bill. (It is “free”, but there is a \$150 donation that must be made). Committee decided to look to AATA for legal assistance.</p> <ul style="list-style-type: none"> <li>- Next committee conference call date TBD</li> </ul>	<p>Kate will email the licensure committee to establish the next conference call date/time.</p> <p>Kate will create a draft of the survey for licensure committee review</p>
<b>President-Elect</b> Position open		
<b>Secretary</b> Open		
<b>Treasurer</b> Kim Ottinger	Kim- not present	<p>Kim will get Kate the budget info.</p> <p>Kim and Kate will review this together and then bring it to</p>

	<p><b>Budgets</b></p> <p>Kate requested an annual budget for planning purposes and further expenditures. Kim is working on getting this ready for review. The board discussed how all expenditures need to be approved by the board first.</p>	<p>the board at the next meeting.</p>
<p><b>Delegate &amp; Alternate Delegate</b></p> <p>Rebecca Wilkinson/ Suzanne Fortnum</p>	<p>Rebecca- present Suzanne- not present</p> <p><b>NBCC Renewal</b></p> <ul style="list-style-type: none"> <li>- Kim did a great job getting the application in order and submitted.</li> <li>- Rebecca &amp; Kim reported that NBCC is changing certification requirements. An update will be given at the next meeting (Aug) and will be included on the agenda.</li> </ul>	<p>Kate will add NBCC to next meeting's agenda</p>
<p><b>Governmental Affairs</b></p> <p>Position open</p>		
<p><b>Membership</b></p> <p>Crista Lynn Kostenko</p>	<p>Crista- present</p> <p><b>Membership phone outreach</b></p> <p>Board discussed how to reach out to art therapists about whether they would want to advertise on PATA website. Board posed the question: what is the website – a resource to the community or to PATA members? Board concluded that they would like to have the website be a platform for information that is available to anyone and will list all art therapists (PATA members and non-PATA members). A suggestion was made to provide PATA members an “elevated” status. This could include:</p> <ul style="list-style-type: none"> <li>- a note next to the listing that says “PATA member since..x..” or just “PATA member”</li> </ul>	<p>Steph will email the PATA contacts list asking if members and non-members want to be listed on the site.</p> <p>Kate and Steph will discuss what can be added to the PATA member's listing.</p> <p>Steph will add a disclaimer to the website.</p>

	<p>-a picture of PATA members that goes with the listing -listed first on the page</p> <p>The board decided to use individual email invitations to PATA contacts for listing on PATA website.</p> <p>*On the website a suggestion was made to develop a statement of no endorsement that is visible on the site that lists the art therapists to protect ourselves.</p>	<p>Kate will continue the discussion with Task Rabbits who are willing to help with the tech support</p>
<p><b>Programing</b> Sue Ann Hastings</p>	<p>Sue Ann- present</p> <p><b>Events</b></p> <p>The board reviewed the Values created at the Visioning Workshop. The board agreed that we need to use the Visioning workshop feedback to create an orderly plan to achieve visioning goals. The board made artist trading cards (ATCs) about the values we came up with at the Visioning: <b>community, positivity, leadership, nurturing growth, serving and fulfilling needs.</b></p> <p>- Future Events:</p> <p>Sue Ann &amp; Kate created a workshop presenter application, which was reviewed by the board at the last meeting and revised. This meeting the board reviewed it again and made further revisions. These revisions include:</p> <ul style="list-style-type: none"> <li>- Change the summary of the workshop and the presenter bio from “a paragraph” to “up to 150 words”</li> <li>- Budget limitation? We can offer \$, but need to revise the wording and check on correct limitation once budgeting has been completed.</li> <li>- Provide participant count to presenters for supply requirements- “plan for 15 participants and PATA will keep you updated”</li> <li>- On application, change 2<sup>nd</sup> to last paragraph for language on the “pre-approved” budget</li> <li>- Required materials: let presenters know about the PATA lending library</li> </ul>	<p>Kate will purchase and mail PLAZA gift cards to apologize for the frustration experienced by the presenters.</p> <p>Kate and Rebecca will discuss talking points for Chapter meeting in July.</p> <p>Sue Ann and Kim will meet with Heidi to decide the potluck date and notify the board of the decision.</p> <p>Sue Ann will look into possible venues for the potluck outside of GWU</p> <p>Kate and Sue Ann will revise the workshop application and email to the board for approval</p>

The board discussed the most recent workshops and the feeling of the presenters that they were frustrated by the process, which is why this application was created.

Rebecca presents a motion (**MOTION #72.2014**) to provide a \$25 Plaza gift card as a thank you token to felting presenters. Motion was seconded and passed.

September potluck and awards:

- Venue for potluck still needed! Suggestion was made to have looked at community centers in parks. Dr. Sky has offered her space at Art and Drama Therapy Institute (NE DC). The board agreed that using Dr. Sky's space for a board meeting would be great, but not best for potluck.
- Sue Ann will continue to build the relationship with Dr. Sky.
- Rebecca suggested renting a library for the potluck. Advantage is that large rooms are available with large windows. Food and parking; no alcohol. Need to book 2 months in advance.
- Suggestion was made that libraries could be used for board meetings as well in the future. Non-profits may have a reduced fee (MD) if a fee at all (none in DC).
- Rebecca recommends 2<sup>nd</sup> or 3<sup>rd</sup> week in September for the potluck. Sue Ann and Kim have scheduled a meeting with Heidi to discuss the GWU schedule and coordinate it with PATA.
- Board discussed if part of our vision is to more closely align/link to GWU. The board agreed that we should, but not to the exclusion of students and other professionals who are not affiliated with GWU. We need GWU however, to access incoming students onto our board in order to sustain the organization while bringing other non-GWU members in. We need to work on linking to area grads.

Grant writing workshop:

- Ruth Stenstrom is willing to do grant writing workshop panel. Jackie Biggs or Melissa Walker could be on a panel. Plan workshop for January/February

Sue Ann will follow up with Ruth, Melissa and Jackie about being on a panel in January.

	<p>meeting for April applications.</p> <p>AATA affiliates meeting:  Issues we want to address- Is there a drop in state membership due to the registration process?  We need automatic re-registration based on prior year registrations. What are we doing that is successful that can be a testament for building membership?  - Rebecca and Kate will be attending and will touch base beforehand about talking points.</p> <p>Tentative Schedule for next board meetings- July- no meeting due to conference</p> <p>Next meeting is: August 10 from 10am-12pm. Board members may call /conference into the meeting. Location will be Kate Martin's apartment (Arlington)</p>	
<b>Research</b>	Position put on hold	
<b>Scholarship</b> Gioia Chilton	<p>Gioia- not present</p> <p><b>Scholarships</b></p> <p>- Update: There has only been only one nomination for a scholarship. Rebecca recommends that each board person will nominate a candidate for a scholarship</p>	Kate will email the board to remind each person to submit a nomination for the scholarship awards
<b>Public Information</b> Position open		
<b>Jobs/Referrals</b> Position open		
<b>Ethics Chair</b> Deni Branchau	Deni-not present	
<b>Communications Chair</b>	<p>Steph- present</p> <p><b>Communications/website update</b></p>	Steph will follow up with Nick about the

Stephanie Tyler	<p>- Nick is working on the Art therapist of the month spotlight. Will get that to Steph asap.</p> <p>Website current platform (WordPress) is unstable. The board discussed if the website needs redevelopment and if PATA should hire someone professional to redo the site. A suggestion was made to look at IT students for possible development at a reduced fee.</p>	<p>spotlight piece if he doesn't get back to her with it before the next board meeting.</p> <p>*Kate will look into IT students at GWU!</p>
<p><b>Student Representatives</b></p> <p>Abby Timberlake Meagan Oliphant Nina Jane Woo Ji Young</p>	Abby & Nina- not present	
<p><b>COMMITTEE REPORTS</b></p>		
<p><b>NEW BUSINESS</b></p>		
<p><b>PATA Vision for 2014</b></p>		
<p><b>2014 PATA Board Meeting Calendar</b></p>	<p>Tentative Schedule:</p> <p>July- no meeting due to AATA conference</p>	
<p><b>Next Meeting</b></p>	<p><b>Next meeting is Sunday, August 10<sup>th</sup>, 2014, 10am-12pm at Kate Martin's house</b></p> <p><b>Agenda</b></p> <p>1. 1. Call to Order</p>	

	<ol style="list-style-type: none"> <li>2. Approval of the Agenda</li> <li>3. Approval of the Minutes</li> <li>4. Board member reports</li> <li>5. NBCC update</li> <li>6. Events: Upcoming/Updates, Potluck</li> <li>7. Scholarships: update, awards</li> <li>8. Treasurer: Update, yearly budget</li> <li>9. Communications: Member outreach, website update, art therapist spotlight</li> <li>10. Call to Adjourn</li> </ol> <p>For phone meetings: Dial-in Number: (605) 475-4800 Participant Access Code: 993539#</p>	
<b>MOTION TO ADJOURN</b>		
<b>Motion #73.2014: Adjournment</b>	Meeting adjourned by Rebecca, Kate seconds motion.	12pm