

ALABAMA COUNSELING ASSOCIATION



"COUNSELORS: A Bridge in the Journey to Awareness, Healing, & Hope"

Executive Council Meeting
Post Conference Meeting
Online via ZOOM Session
November 23, 2020
7:00 pm – 9:00 pm

Minutes

Minutes taken by: Dr. Jane Coleman

Attendance: Jacques Austin, Nancy Fox, Yulanda Tyre, Jane Coleman, Shawndrika Cook, Samantha Booker, Laura Hodges, Lisa Patterson, Laventrice Ridgeway, Linda Holloway, Lynn Boyd, Sheryl Smith, Monica Mack, Casey Lancaster, Shivani Bhakta, Paul Hard, Tammy Montgomery, Starrah Huffman, Jessica Tyler, LaShawn Jackson Turner, Debbie Grant, Sherrionda Crawford, Katharine Nichols, Carmela Drake, Melanie Drake Wallace, Melissa Deroche, Inge Burke Givens, Chris DaSambiagio-Moore, Stephanie Howard

Call to Order/Welcome:

- ALCA President Jacques L. Austin called the meeting to order at 7:01pm.
- Reflection and Introductions:
President Jacques Austin shared a reflection on Dr. Chip Wood. He read excerpts from Dr. Wood's obituary and shared how Dr. Wood was a mentor early on for him in the Alabama Counseling Association.
- Melanie Drake Wallace followed up by sharing the role that Dr. Wood played in the formation of ALCA.
- Debbie Grant shared that, for many, ALCA and Chip Wood seem synonymous.

Determination of Quorum:

Sherrionda Crawford determined that we have a quorum for the meeting.

President Jacques Austin asked if there was a motion to accept the agenda with flexibility. Melanie Drake Wallace made the motion and Shawndrika Cook seconded the motion. There were none opposed; therefore, the motion carried.

President Austin also shared that this meeting was called to finalize how we will hold our virtual conference in December to offer CEs to Annual Conference members who were not able to access the conference during our November Annual Conference.

Executive Director Report:

- Nancy shared that she spoke with the company who ran the conference about the video they sent for the ALCA Board to watch. She stated that she was frank with them. They are supposed to have CEs from the Annual Conference in today.
- She has contacted our insurance carrier. ALCA is not at fault. LVS needs to be the one to pay due to fault.
- 39 presenters completed the survey about providing free training in the future. The attendees who called said that the sessions they saw were awesome. Nancy thanked the Executive Council for the people who stepped up to host rooms.
- Nancy shared that several EC members attended Dr. Chip Wood's Memorial Service. There was a discussion concerning making a donation of \$250 to the Weston Wood Ranch in Chip's honor. Paul Hard Made a motion to make this donation and Laventrice Ridgeway seconded the motion.
- Laura Hodges asked if there was room to donate more. Melanie Drake Wallace suggested a \$500 donation. Inge Givens added the discussion regarding Chip's fiscal management of ALCA's funds. Jacques Austin suggested \$1,000. Melanie Drake Wallace supported a donation of \$2,600---\$100 for each year that Chip worked with ALCA.
- Melanie Drake Wallace made a motion for the \$2,600 donation to Weston Wood Ranch in Chip's honor. Katharine Nichols seconded the motion. None opposed and the motion carried.
- Melissa Deroche asked about the service information. Nancy will send the information out to all ALCA members again.

Past President Report:

- Leslie Weaver-Martin shared that for the office of Secretary, Kelly Owenby removed herself from the nomination list. Leslie shared that there was nothing in the ByLaws about this. Dr. Griena Knight-Davis asked to be added to the nominations for Secretary. There was a call from the Elections and Nominations Committee for a motion to accept these changes to the nominations for the office of ALCA Secretary. Katharine Nichols seconded the motion. None opposed and the motion was accepted.
- The ballot will be amended

Annual Post-Conference:

- **Historian:** Chris reported that he has not received any Chapter/Division/Affiliate/Graduate Student pictures or videos for publicity. Nancy will send the ones she has to Chris.

- **Conference Chair:** Dr. Driver has class tonight. It was reported that we have presenters and hosts for all days of the December workshop for CE opportunities.

Dr. Tyre will send the link for use for the three days. Shawndrika Cook asked about clarification in regards to the ZOOM links.

Dr. Debbie Grant asked if members of the EC can attend some sessions. Dr. Tyre stated that she is unsure of how many her ZOOM link can accommodate.

Dr. Hodges offered her account for use, if Dr. Tyre's cannot be used. Dr. Crawford shared that professional accounts are usually capped at 300 participants.

Dr. Boyd shared that she feels we need to make sure we have back-up plans because we do not want anything to go wrong with this CE opportunity.

Dr. Fox shared that we already have some people who have said that they are willing to present.

Shawndrika Cook volunteered to send information on content sessions out to the membership. Dr. Huffman commented on picking out sessions.

Chris DaSambigi-Moore shared that all presentation slots have been filled. He and Leslie are working on how to navigate the limits on ZOOM.

- **Research and Evaluation:** No Report.

Nancy shared that we need the post-conference surveys.

There was no submission for the Research Award. Nancy asked if we could use the registration content session evaluation, or do we need a new evaluation form? There was a suggestion to offer a chance to evaluate after each session for that session's attendees.

Chris suggested that a completed evaluation be necessary for the participants to receive their CEs for each session attended. This would also help with accuracy.

Shawndrika Cook suggested a checklist for the host of each session so they will know their duties. Chris agreed that this checklist would be developed.

Lynn Boyd asked how participants would register. Jacques Austin said that a link will be sent and people can decide what sessions they want to attend.

Jacques Austin asked Shawndrika Cook and Chris DaSambigi-Moore to come up with the registration protocol. They agreed.

Casey Lancaster shared that maybe ACA may be able to help ALCA with this because ASCA assisted ALSCA assisted them. Nany will check with ACA.

- **Adaptive Needs:**

Laventrice Ridgeway shared that one person has requested accommodations for the virtual conference for program booklet and registration. He shared that ALCA may need to be prepared to do captioning, if needed. There will be a statement posted regarding accommodations.

Special Committee Reports:

- CEU Coordinator – No Report

Business:

- **Old Business:** None

- **New Business:**

Lynn Boyd suggested that the Board send out a statement to members about the virtual conference for transparency.

Announcements: None

Recognitions: None

Adjournment: President Jacques Austin thanked the Executive Committee for its hard work and support. He asked for a motion to adjourn. Laventrice Ridgeway made the motion, and Shivani Bhakta seconded the motion. The meeting was adjourned at 8:13 pm.