



**Executive Committee Meeting
March 19, 2018
1:00-3:00pm EST**

Meeting Minutes

Attendees: President-Casey Barrio, Past-President-Melanie Iarussi, President-Elect-Natoya Haskins, Treasurer-Cheryl Wolf, Graduate Student Representative-Missy Butts, Secretary-Rabeena Alli, and committee member-Kent Butler.

1. Changes and additions to the agenda

- a. Per Cheryl, SACES is receiving daily report
- b. Cheryl spoke with developers; API may not be doable; not cost effective
- c. Cheryl is currently conducting weekly updates
- d. May to October 2018 will have to do daily updates
- e. Cheryl will reach out to Chris (membership committee) for support

2. Old Business

- a. Interest network discussions (see attached)
 - i. Casey had two meetings with the interest network
 - ii. Nine of 12 interest networks and 12 of 17 interest network Charis participated in the conversation
 - iii. Chairs indicated that they need a little more support
 - iv. Casey will follow-up with the Chairs
- b. Implementing social media policy
 - i. Table for next month
- c. Emerging leaders program – rollout & reviews
 - i. Table for next month
- d. Supervision award revision (see attached)
 - i. Draft was discussed
 - ii. Melanie made a motion to adopt the SACES L. DiAnne Borders Clinical Supervision Award
 - iii. Natoya second this motion
 - iv. The SACES L. DiAnne Borders Clinical Supervision award was unanimously accepted
- e. Registration cost for coordinators
 - i. Was discussed and agreed upon

3. New Business

- a. ACES Election nominees
 - i. Nomination closes on the 25th

4. 2018 Conference Planning

- a. Proposal Updates
 - i. April 2nd notifications will go out
 - ii. May 15th registration will open
 - iii. Registration deadline was discussed and agreed upon
 - iv. Room reservation was discussed and agreed upon
- b. Conference space updates (e.g., mothering room; Dunnes use)
 - a. Based on site visit, changes were made
- c. Potential registration issues
 - a. Were discussed and possible solutions were identified
- d. Food and Beverage needs (e.g., boxed lunch on Sat)
 - a. Natoya made a motion to offer box lunches to all conference attendees on Saturday.
 - b. Cheryl second the motion
 - c. The motion passed unanimously
- e. Site needs/transportation
 - a. Transportation to and from the conference was discussed
- f. Registration
 - a. Registration fees were discussed
- g. Other Committee Updates
 - a. Need to identify dates for ACES leaders to attend
 - b. Career Connection is copyright; Kent and Latrina will reach out to Catherine Roland
 - c. No additional updates
- h. Insurance
 - a. Liability insurance was discussed
 - b. Other coverage options were discussed
 - c. Natoya made a motion to supplement additional coverage for an additional cost of \$884.91
 - d. Melanie second the motion
 - e. The motion passed unanimously

Pending Agenda Items

- Journal proposal
- Webinar proposal

Upcoming Meetings

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| 4/9/2018 | 1:00-3:00pm | Executive Committee Meeting |
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