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2008-02-08 PCA Executive Council Meeting Conference Report

Pennsylvania Counseling Association

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CONFERENCE REPORT

PCA EXECUTIVE COUNCIL MTG

FEBRUARY, 2008

Total Conference Expense - \$9,034

Penn Stater - \$7,884

Conference Bags
(Shipping only from ACA) - \$150

Mailings
(In-kind cost Edinboro University) - \$300

Learning Institute Stipends - \$400

Printing (programs) - \$600

Total Conference Income - \$17,865

Learning Institute Registration - \$1,260

Conference Registration - \$13,995

2008 Early Bird Registration - \$1,175

Vendor - \$1,045

Sponsor - \$40

Raffle - \$350

Conference Profit - \$8,831

Other Conference 2007 Notes:

We received several renew membership applications during the conference. I have forwarded the applications and monies to Jim.

ACA donated roughly 50 conference bags, we paid for the shipping.

My department at Edinboro University covered postage the last 2 years for the conference at \$300 per year. The next conference budget should reflect this expense.

Joan Kaylor and Nancy Gantt both received \$200 stipends for presenting educational sessions during the Learning Institute.

Overall feedback received from conference evaluations that conference attendees was positive; feedback indicated that attendees were pleased with conference facilities, to include session rooms, variety of session, time and location of sessions, cost of conference, cost of rooms, conference committee staff, hotel staff and organization of conference and location of the conference (Penn Stater). Other feedback included, did not like keynote speaker, additional sessions focusing on career, CACREP standards, doctoral programs and difficulty registering on-line and renewing membership on-line.

ACTIVITIES

The 2008 PCA Conference will be on 31 October – 2 November 2008 at the Penn Stater Conference Center, State College. (Please note, the dates in the newsletter are incorrect) Conference room booking information is posted to the website along with calls for programs. This is the final year of a three year agreement with the Penn Stater Conference Center.

Submitted 2008 Conference information to be published in PCA, Inc.

Have been communicating and working with Treasurer and Administrative Assistant to clear up any conference related concerns, issues and questions. (examples; CEUs, refunds, etc.)

Invitations have been extended to members of the ACA Governing Council to include: Executive Director, President, President-Elect, Past-President, Treasurer, and North Atlantic Regional Rep. to join PCA at State College in honoring PCAs 40th Anniversary.

I have received three conference bids for future conferences beginning in 2009. They include, Penn Stater Conference Center, State College, Four Points by Sheraton Harrisburg, Harrisburg, and Holiday Inn East, Holiday Inn East, Harrisburg.

I have been communicating with Maura, in-coming conference chair, to ensure a smooth transition and updated the procedures manual for the conference chair. I will present these and all other conference chair related materials to Maura within 30 days of the acceptance of this report.

I want to thank executive board for all of their support during my tenure as conference chair, especially Ami Hooper-Knox and wish her congratulations and good luck.

Respectfully submitted,

Shon D. Smith

Conference Chair