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Pennsylvania Counseling Association (PCA)

6-5-2021

2021-06-05 PCA Executive Council Meeting Minutes

Pennsylvania Counseling Association

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**PENNSYLVANIA COUNSELING
ASSOCIATION**

A Branch of the American Counseling Association

**Executive Council Meeting Minutes
June 5, 2021**

As a state branch of the American Counseling Association, the Pennsylvania Counseling Association accepts the responsibility to serve and represent Pennsylvania's professional counselors by providing leadership and professional development. The purpose of the association is to enhance human development throughout the lifespan and to promote professional counseling.

Meeting commenced at 12:03 pm.

Introductions/Roll Call:

Officers of the Pennsylvania Counseling Association

Present

- President: Steve Kuniak
- President-Elect: Deborah Duyenas
- Immediate Past-President: Nellie Scanlon
- Secretary: Ashley Deurlein

Not Present

- Treasurer: Derek Parker

Branch Chapter Officers

Present

- NEPCA: MaryRose Kaplan

Not Present

- GPACA: Patricia Obilo-Azandegbe
- GPCA: Casie Probst

Branch Division Officers

Present

- PACAC: Joelle Swyka
- PACES: Joe Behun
- PAMCD: Fawn Robinson
- PCCA: Bethany Taylor
- PASERVIC: Quiana Golphin
- PASGW: Ashley Coombs

Not Present

- PAMGCA: Michelle Steimer
- PS-SAIGE: Dominic Petitto

Special Interest Group - N/A

Standing Committees (non-voting)

Present

- Archives: Mark Kenney
- Ethics/By-Laws: Gregory Roth
- Government Relations: Travis Schermer
- Graduate Student Liaison: Jean Albert
- Membership: Kelley McNicols & Stephanie DePalmer
- Nominations and Elections: Samantha Urbanik

Not Present

- Conference: Jill Krahwinkel & Patricia Obilo-Azandegbe
- Finance/Budget: *vacancy*
- Professional Development: Kenya Johns

Special Committees (non-voting)

Present

- Committee for Anti-Racism and Inclusive Action (CARIA): Sonya Lund & Christina Green

Not Present

- Awards: Lisa Corbin
- Journal: Terence Yee/Devon Bowser
- Marketing and PR: Mindy Heher
- Past Presidents: Paul Datti

Guests

Present

- Brittany Pollard-Kosidowski (PASGW President-Elect)

Quorum present with 10/15 voting members. (5 votes needed to pass)

MOTION (Ashley Deurlein): Approve the meeting agenda with addendum listed below (second by Deborah Duenyas), 10 yes, 0 no, 0 abstentions. Consent Agenda has been adopted.

Approval of January 30, 2021 Minutes

Copies were distributed in advance of the meeting for board review. The president asked if there were any additions or corrections to the minutes that were distributed in advance of this meeting. Being that there were no corrections, the minutes stood approved as read.

MOTION (Ashley Coombs) To amend the meeting minutes as recommended (seconded by Deborah Duenyas), 10 yes, 0 no, 0 abstentions. Motion approved.

- Gannon spelling and Ken McKurdy - Mark will send the corrections for the section.
- Date of meeting amended to correct date
- Next meeting date should be 2021, not 2020.

Officer Item/Action/Discussion Items:

President – Steve Kuniak

Updates:

- Met with and provided history and orientation for new Membership Committee Co-Chairs.
- Attended a meeting with Joe and Nellie surrounding the formulation of the PCA policy manual.
- Attended NAR business meetings as a representative of PCA.
- Attended ACA Conference.
- Assisted with the PCA elections this year, including assisting with some challenging logistics in using our previous election forms. Thanks to Samantha Urbanick for her leadership on elections. And to Joe and Nellie for their support and consultation.
- Provided direction on PCA email inquiries, division emails and advertisements, and any other outside contacts to PCA.
- Attended conference planning meetings. Thanks to Deborah for her leadership and organization.
- Discussed opportunities for sponsorship and marketing of conference with Deborah.
- Met with Deborah to discuss her upcoming term as PCA president.
- Discussed ethics and bylaws questions with Greg when member questions arose. Also discussed elections options with Greg, as related to bylaws, following the policy meeting with Joe and Nellie.
- Facilitated a meeting with Membership Committee Co-Chairs and Deborah in order to align plans from my presidency to goals Deborah has for hers, as it relates to Membership initiatives.

Discussion Items

- Continued Discussion of options for Archives
 - No discussion from the board.
 - Steve will follow up with Casie on the progress with Saint Vincent University to determine if this may still be a possibility for PCAArchives
- PCA elections, and if the amount of time for voting can be reduced, given the bylaws.
 - Steve checked with Greg on bylaws to determine if the voting needed to be open for 1 month, there is nothing that stated that this needed to occur. Candidates needed to be available to voting members for a month, but the voting period itself did not need to be open as long. Steve wanted to open this for discussion with the board for the sake of transparency.
 - Samantha verified that most votes come in within the first few weeks of the election.
 - Joe stated that this month time frame may be a result of the mail in ballot time period, now that we are electronic, this happens much faster now.
 - Greg verified that the voting committee can change the voting time frame, there is no need to edit the bylaws.
 - Moving forward we will post the nominees for one month and shorten the voting time to a few weeks.

Action items

- Approval of the PCA Policy Manual
 - Purpose is to contain all policies as they are approved so to guide the presidents each year when the following president-elect takes over and to keep consistent policies moving forward.
 - **MOTION (Joe Behun): Begin discussion to review each policy then vote overall (second by Ashley Deurlein).**
 - Numbers for table of contents will change as the manual updates
 - All policies that are approved will go into the manual
 - Majority rules (voting members only) in revision and deletion of policies, they can be changed immediately for bylaws without prior notice of 30 days.
 - Adopted addition for each section with a Revision if changes are made and a Delete date if removed.
 - June manual should be made available with updates by July 1, annually
 - Dues need to adjust based on the proposed calculations for each membership level based on the professional member rate. (Student Affiliate - not seeking a masters)

- **Finances/Budget** - there was no check and balance in place, so this was developed to ensure there is internal auditing.
 - Travel - president serves for reimbursement. If the president travels, two officers must approve.
 - All receipts need to be saved, meal per diem & milage. Reimbursements must be submitted within 30 days of end of trip
 - Airfare will be purchased by PCA Credit Card. Update on fare guidelines and baggage fees. Joe suggests the GSA travel site for pricing guidelines. He would like to open this for discussion and change if the group agrees (from economy airfare that is stated currently). Nellie agrees that GSA is a good, consistent, and reliable reporting site. Joe agrees and will make the amendment.
 - Private auto, reimbursed mileage - can't drive if it costs more than a flight.
 - Auto rental, reimbursed for car and gas (with receipts)
 - Transportation, Uber and tip covered
 - Lodging, covers board for meetings for a standard room - need receipts.
 - Meal per Diem is \$50 per day but will depend on the cost of living for the area.
 - Mark inquired in specificity of the number of conferences or times that reimbursement can be utilized. Joe stated that it would depend on what is budgeted.
 - PCA budgets for president elect and president for ACA and NAR meeting. President elect can pass to other officers.
 - Incoming treasurers and secretaries should attend the ACA leadership institute to ensure they are following national guidelines for record keeping and leadership practices.
 - Need a finance/budget committee chair to serve as the internal auditor for checks and balances.
 - Activities with Financial Impact - you need to present a financial impact statement with cost v benefit shown so that there is information to go off of in the board meeting for a motion to vote. This will need to be sent to the secretary at least 2 weeks before the board meeting for review for vote.
 - Tax exempt status - need to ensure that this is maintained
 - Contractors - limits the number we have at one time and that we shop around for them.
 - Conference registration waivers for the committee (10) and chairs (2). Hotel rooms for president, conference chairs.
- **Operations**
 - PCA membership can solicit research blasts to PCA memberships only with IRB approval. President must review and approve correspondence prior to dissemination.
 - All email communication should be approved by the president
 - Secretary monitors email accounts.
 - Must use approved credentialing (not ABD)
 - President Elect requirements are included as they have been developed the last few years.
 - Nomination and elections are to be transparent with the use of checks and balances. Candidates are notified by elections chair prior to the email blast and results announced at the following board meeting
- **MOTION (Joe Behun) : Approve the Policies discussed as presented (second by Deborah Duenyas). 10 yes, 0 no, 0 abstention. Motion passed.**

President-Elect – Deborah Duyenas

Updates:

- Continued conference planning:
 - Held conference planning committee meetings to discuss timelines and action items.
 - Completed a walkthrough of the conference hotel for planning and logistical purposes.
 - Worked with marketing chair to discuss obtaining vendors and sponsors.
 - Worked with Programs chair on conference proposal submissions and acceptance.
 - Met with hotel liaison to discuss/negotiate the conference contract.
 - Finalized cost of conference registration and opened registration to membership.
- Met with membership co-chairs to discuss ideas for boosting membership.
- Attended NARACA Leadership Training Workshop.
- Reviewed PCA manual draft.
- Met with Treasurer to Discuss PCA's annual budget
- Met with President and Immediate Past-President to discuss leadership agenda.

No discussion or action items

Immediate Past-President – Nellie Scanlon

Updates

- Had meetings/calls for PCA 2021 Conference
- Had meetings/calls with President Elect and President
- Had calls with Joe Behun regarding Policy Manual
- Helped create webinar for Advocacy Day
- Fielded emails regarding practice in PA
- Helped with PCA Election process/consultation

No discussion or action items.

Secretary – Ashley Deurlein

Updates:

- Had meetings/calls for PCA 2021 Conference
 - Collaborated with Logistics & previewed the venue
- Created webinar quiz for Advocacy Day via Google Forms (self-grading)
- Fielded emails regarding practice in PA for members

Discussion items:

- Supervisor Registry (inquiries)
 - Link on website originally connected to NBCC, can go back to using that. Steve stated that the discussion prior was that we would be “endorsing” them. There is the member v nonmember listings with using NBCC. We could also link to the ACS map for PA clinical licensed supervisors. Joe believes this is a good idea because the vetting process would have been completed by a reputable source. Steve agrees. We need to obtain the link and have Deneen post it to the website. Kelley stated that there is an online resource called Motivo that we could reference - Steve said that this is an online resource we could use and is in collaboration with ACA. Steve and Deborah will have it added to the website.
- Membership status for students @ 3 years. Emailed with concerns that there should be no limit.
 - Steve and Nellie further discussed that this is a valid concern. The limit was put into place to safeguard against individuals abusing the student member rate for years. After the 3 years as a

student, you would have to move onto a first year professional, then professional. Steve suggested adding a line to the membership options information explaining the timeframe and being moved to another membership option. Deborah suggested clarifying memberships for first time masters/PhD and also adding a way to audit someone requesting student membership for beyond 3 years. Samantha suggested a sliding scale - Ashley D inquired how to determine who would pay less v who would pay more. Nellie suggested a scholarship if someone had an issue with paying for membership - Ashley C suggested CARIA. Deborah expressed concerns about how to determine financial hardship which leads back to auditing. Steve suggested making the rules specific and simple to avoid further hassle. Nellie agreed that we start with adding the additional statement to the membership info, then committees could work on scholarships moving forward if they choose. Christina asked if we are specifically giving member rates to counseling students - Joe agreed and suggested that we indicate a masters or doctorate degree in the field of counseling to stick to the point of our counselor identity. Nellie suggested extending the masters level to 4 years as it seems to be an issue surrounding PhD students, and second PhD students. Deborah suggested a grant that could assist with this type of funding needs (scholarship). Christina asked if the language would include someone that is getting a masters in counseling as a second masters - Deborah suggested that person apply for a scholarship. Joe stated that NBCC requires applicants to write a few pages to justify their scholarship need. Steve asked if this needed board approval, Greg and Joe both stated that it will need to go in front of the board and will need to be changed in the bylaws for membership description. Steve suggested addressing this and returning to it in the fall meeting.

- Member looking for a credentialing specialist – wants guidance on insurance panels
 - Nellie stated that she believes that ACA has someone to do this and they may be willing to give us resources to post on the website or direction. Steve doesn't believe we have the resources to assist someone in insurance paneling and he also has concerns surrounding liability.

No action items.

Treasurer – Derek Parker

Discussion item:

- Treasurer Financial Report.
 - Deborah stated that CARIA had a grant last year from NAR (branch development), and would like to offer the same type of grant next year but need the funds; we would need to apply again. Steve stated that CARIA would like the budget line for their committee. Mark stated that this would need to go into new business by the president elect for the board to approve for the next fiscal year; or it would be tabled to be approved in the next meeting, or the budget amended at the next meeting. Nellie explained the NAR grant needed to be applied for daily.

No action items

Consent agenda adopted due to no objections.

Special Interest Group Discussion/Action Items:

N/A

Chapter Discussion/Action Items:

GPACA (Greater Philadelphia Area Counseling Association) – Patricia Obilo-Azandegbe

Updates:

- GPACA will be hosting its 5th Annual Career Fair on June 12th, 2021 (8:30am – 12:30pm) virtually, via zoom. It is free but registration is required. Please share the information with anyone who is interested in attending. The flyer will be sent out through PCA. Please direct any questions to gpacaevents@gmail.com
- Lisa Corbin, PhD will be taking over as GPACA's President for the 2021-2022 term on July 1st.

No discussion or action items

GPCA (Greater Pittsburgh Counseling Association) – Casie Probst

No report submitted

NEPCA (North Eastern Pennsylvania Counseling Association) – MaryRose Kaplan

No report submitted

Division Discussion/Action Items:

PACAC (Pennsylvania Association of Child & Adolescent Counselors) – Joelle Swyka

Discussion items:

- How are tables rented for PCA conferences?
 - Steve will follow up with Joelle on this - it is a Marketing and Research question.
- I am looking for suggestions to get members more involved in the division.
 - Tabled, we will return to this when Joelle returns to the meeting.

Action Item:

- I am presenting a name change of the Pennsylvania Counseling because the PACAC officers and I are trying to get the division listed at the national level. I think that the name would need to be switched to The Association for Child and Adolescent Counselors
 - This needs more clarification before we can address it because it is not known if they want to change the name at the state level or to move from state level to national level. Mark stated that it is division by law changes that need approval by their national association, then they would report it back to PCA.

PACES (Pennsylvania Association for Counselor Education and Supervision) - Joe Behun

Updates:

- Our bylaws are dated to 1994 and will need to be revised. In the revision, PACES has agreed to incorporate a new mission statement that will include a statement on anti-racism. In other words, anti-racism will be part of our mission going forward and it will appear in our bylaws under mission statement.

- PACES did not host its annual spring conference this year due to COVID. PACES will plan to continue to partner with the CSI statewide conference next spring with Villanova.
- PACES voted unanimously to offer free division membership to all student members from November 2020 until November 2021. PACES recognizes that this is a difficult time to be a student and that every dollar counts. At the half-way point through this offer, PACES has increased student membership from 20 to 45 students.

No discussion or action items

PAMCD (Pennsylvania Association of Multicultural Counseling and Development) – Fawn Robinson

Updates:

- Board Meeting Committee Report: Saturday, June 5, 2021
- Membership: 55 Members which is a increase of 2 members since January 2021.
- Next Steps for PAMCD
 - Elect new officers for 2021-2022 program year

No discussion or action items.

PASGW (Pennsylvania Association of Specialists in Group Work) – Ashley Coombs

Updates:

- PASGW recently held a webinar entitled, “Working with LGBTQ+ Survivors of Intimate Partner Violence,” on May 14th, 2021. The webinar was well attended and PASGW received a lot of encouraging feedback following the webinar from attendees. We hope to make the PowerPoint Slides and recording of the available to PCA members through the PCA website.
- PASGW is planning an on-going virtual peer support group, with the first group to be held on Wednesday, June 2nd at 7pm EST. The peer support group is intended for graduate counseling students across the state and will be facilitated by the Graduate Student Representative (GSR) of PASGW. If the group is well-attended, we hope to continue planning more peer support group meetings in the future.
- We are currently seeking individuals for the following positions: Secretary-Treasurer and Graduate Student Representative. The Secretary-Treasurer position is for a two-year term, and the GSR position is for a one-year term with hopes that the GSR will want to stay involved in the PASGW executive board following their term limit. The call for these positions is scheduled to go out within the next 1-2 weeks.
- The current PASGW President, Ashley Coombs, will end her term on June 30th, 2021. She will assume the role of Past-President for a two-year term. The current President-Elect, Dr. Brittany Pollard-Kosidowski, will assume the position of President beginning July 1st, 2021, for a two-year term.

Discussion Items:

- Will PCA divisions have the ability to store media (webinar recordings, PowerPoint slides, documents, etc.) on the PCA website in the future as a member resource? If so, when will this take place, and who will have access to uploading the materials?
 - Steve stated that each division has its own page that can be switched on. Deneen would need to train those that want to have their page activated. Steve suggested having a webpage chair, not a rotating officer, so that it is not constantly changing. Ashley C suggested someone developing a guidebook; Joe has concerns that Deneen may charge for training. Ashley D suggested one person get trained and they develop the reference manual. Steve said that website maintenance needs to be considered because we should have someone in PCA able to access and update our website; Ashley C volunteered. Steve also discussed a PCA YouTube Channel.

No action items.

PASERVIC (Pennsylvania Association for Spiritual, Ethical, and Religious Values in Counseling) - Quiana Golphin

Updates:

- PASERVIC has held four Grounding Support Group sessions. The first one began February 19, 2021. Its aim is to provide space for clinicians to get grounded, make meaning out of their work, and share their experiences with providing services during the pandemic and amidst ongoing intense societal issues. Discussions are underway regarding the continuation of the group for the upcoming year.
- PASERVIC is preparing for the transition of leadership for the 2021-2022 year. Nominations for the various leadership positions ended on May 21, 2021 and are under review for elections. New positions will begin July 1, 2021
- PASERVIC, in collaboration with Neumann University hosted a free supervisor's workshop where Stephanie Durnford, Ph.D., presented on "Spiritual, but Not Religious: Widening Our Lens of the Sacred."

No discussion or action items

PMGCA (PA Military and Government Counseling Association) – Michelle Steimer

No report submitted

PCCA (Pennsylvania College Counseling Association) - Bethany Taylor

Updates:

- PCCA is happy to announce its officers for the 2021 – 2022 term:
 - President: Ken Messina, PhD, LPC
 - Secretary: Victoria Wright, PhD, LPC, DBT-C
 - Treasurer: John Mathe, PhD, LPC, NCC
 - Regional Representative: Andrew Roberts
 - Student Representative: Jennie Tressler

No discussion or action items.

PS-SAIGE (PA Society of Sexual, Affectional, Intersex, and Gender Expansive Communities) - Dominic Petitto

Updates:

- PS-SAIGE is currently preparing for the Pre-conference institute, hosting bi-weekly book club, and exploring the idea of hosting tables at pride events across PA.

No discussion or action items:

Committee Discussion/Action Items

Archives – Mark Kenney

Discussion items:

- Update regarding Archives options
 - Reference presidents discussion item.

No action items.

Awards – Lisa Corbin

No report submitted

Budget & Finance - vacant

No report submitted.

Committee for Anti-Racism and Inclusive Action (CARIA) - Sonja Lund & Christina Green

Discussion Items:

- Change of committee name from ARIA to CARIA (Committee for Anti-Racism and Inclusive Action)
- Update on 2021 BIPOC scholarship
 - 27 applicants, 20 scholarships awarded
 - 18 out of 20 recipients had no prior connection/membership in PCA so the scholarship was successful in bringing in new members of various diverse backgrounds

Action Items:

- Establishing CARIA as a standing committee.
 - Joe stated that this is already done.
 - **MOTION (Sonja Lund): Make CARIA a standing committee (second by Ashley Coombs). 10 yes, 0 no, 0 abstention. Motion passed.**
- Line item in the PCA budget for future BIPOC scholarships.
 - Reference Treasurer's report discussion
- Request to review PCA bylaws to ensure that they include inclusive language.
 - Greg stated that this is the best time to review and make changes since he is working with ACA on them at this time.

Conference – Jill Krahwinkel (Programs)/ Patricia Oblio-Agan (Logistics)

Updates:

- Conference Proposals- 68 proposals, 8 posters, all accepted.
- Jill is creating acceptance letters with presentation day/time to be sent out by 6/1/21.
- Presenters must accept and register by 8/15/21.

No discussion or action items

Ethics/By Laws - Gregory Roth

Discussion Items:

- Our PCA Branch Bylaws are still under review by ACA

Action items:

- Based upon initial feedback from ACA:
 - In our Bylaws, we must specify what officers are required for PCA Branches, Divisions, and Special Interest Groups. Our current Bylaws do not name any specific leadership positions.
 - As an example, our Bylaws note: "A new Branch Division shall consist of persons who organize on the basis of a counseling specialty area in accordance with the Bylaws and policies of the Pennsylvania Counseling Association and the American Counseling Association."

- And later, it is notes that: “Each new Division, Chapter, or Special Interest Group shall make application for charter in the following process: 1. Each new Division, Chapter, or Special Interest Group shall consist of at least 15 members.”
- Still later, there is a note about presidents. In the Nominations and Elections section, it states that: “Each Division, Chapter, and Special Interest Group president shall serve on the PCA Nominations & Elections Committee and shall have the right to submit to the PCA”
- So, it seems we have precedent, but we need to clearly articulate what officers are needed for Divisions, Chapters, Special Interest Groups.
 - Mark will work with Greg to pull the bylaws for each chapter and division and verify that they each have a president, president elect, secretary, treasurer.

Government Relations – Travis Schermer

Updates:

- Government Relations created a virtual Advocacy Day 2021 that offers one CE of credit for watching the video and completing a quiz. Topics covered (a) Anti-Racism in PCA/CARIA, (b) State Compacts, and (c) Medicare legislation. The materials have been shared with PCA members through email and social media.

No discussion or action items:

Graduate Student Liaison – Jean Albert

No report submitted

Journal - Devon Bowser

Updates:

- JPCA Spring issue was published.
- Working on Fall/Winter issue

Discussion Item:

- I would like to have a roundtable at PCA conference and share the evaluation criteria to demystify the publication process. Not sure if this is a discussion item or an action item (or neither)
 - Steve suggested Deborah and Terence communicate to resolve this concern.

No action items

Marketing and Outreach - Mindy Heher

No report submitted

Steve has been working with Deborah on sponsorship forms.

Membership – Kelley McNichols & Stephanie DePalmer

Updates:

- Co-Chairs are generating ideas to enhance PCA membership. Possible ideas include updating the PCA membership webpage, creating a personal and engaging video that highlights the benefits of becoming a PCA member, reevaluating PCA membership options, and connecting with social media platforms.

- In tandem with outgoing PCA President Steve Kuniak, we will collaborate on developing a marketing agenda around membership focused on “reasons to join PCA” (i.e., the benefits) and promoting highlights of PCA history.
- In collaboration with incoming PCA President Deborah Duenyas, we will work together on how best to integrate PCA Membership into the annual conference.

Discussion Items:

- How might membership categories and annual dues be adjusted to attract more professionals and/or to appeal to those that have a lapsed membership?
 - Need to focus on the benefits, CEs, workshops, conferences, resources, etc to these people to try to have them reinstate their membership. Nellie suggested following up with the state board to acquire emails vs home addresses for dissemination of information.
 - Steve reported a high engagement on social media from non-members.
- Can the membership page be updated?
- Is there a way to outreach to current, prospective, and past members via social media?
 - Steve suggested this be sent to him and Deborah and it can be posted on social media.
- Is there another committee/division best to connect with in order to enhance membership marketing?
 - Stephanie stated they would partner with mark in Archives for historical info/data
 - Steve suggested Divisions reach out to Membership when doing an event so that they can assist with member involvement.
 - CARIA has suggested the addition of an ethnicity/race into the demographic section as an option to help us determine our membership identification.
 - Questions around where members are located across the state of PA and how to expand the membership for more representation spread across the state
 -

No action items.

Nominations & Elections – Samantha Urbanik

Updates:

- Welcoming our President-Elect, Matthew Nice.

No discussion or action items.

Past Presidents – Paul Datti

No discussion or action items

Professional Development – Kenya Johns

No discussion or action items.

Additional Report Items

A. Old Business –

- N/A

B. New Business –

- Passing the Gavel; Steve thanked the board for their help and collaboration in the last year of his presidency and welcomed Deborah as the PCA 53rd President.
- **MOTION (Deborah Dueynes): Approve the PCA policy manual as amended as per the board review and discussion (second Joe Behun) 9 yes, 0 no, 0 abstentions. Motion passed.**
- **MOTION (Deborah Dueynes) Addition of \$500 line item for CARIA to the 2021-2021 budget (second by Ashley Deurlein) 10 yes, 0 no, 0 abstentions. Motion passed.**
 - 2021-22 Budget will be tabled for the voting in the next meeting.

C. As May Arise –

- N/A

D. Upcoming Meeting Dates:

- Deborah will discuss with Officers to determine the next meeting date via Zoom and plan to have the next meeting at the conference in person.

Motion to adjourn by Steve Kuniak, second by Ashley Deurlein. 10 yes, 0 no, 0 abstentions. Motion passed.

Adjournment 2:26 @ pm.