

APGA BOARD OF DIRECTORS MEETING

Action Minutes

March 3-4, 1977

Call to Order

The meeting was called to order at 1:10 p.m., March 3, 1977, at the Dallas Hilton Hotel, Dallas, Texas. President George M. Gazda presided. Board of Directors members present for all or part of the sessions were as follows:

Michael Altekruze, Midwest Region	James L. Lee, NCGC
Frank J. Antonucci, No. Atl. Reg.	Charles L. Lewis, Exec. V.P., APGA
Evelyn Black, Southern Region	Donald C. Linkowski, ARCA
Norman C. Creange, ASCA	Clarence A. Mahler, ASGW
Thelma T. Daley, Past Pres., APGA	Mary F. Maples, Treasurer, APGA
Shirley T. Downs, Southern Region	Carl McDaniels, NVGA
C. A. Edwards, Southern Region	Thomas C. Neil, POCA
John S. Epps, ANWC	Albert F. Slawson, Western Region
George M. Gazda, President, APGA	Lloyd A. Stone, Midwest Region
Norman C. Gysbers, Pres-Elect, APGA	Daisy E. Takacs, Midwest Region
Edwin L. Herr, ACES	Lawrence Winkler, No. Atl. Region
Thomas E. Hipple, Western Region	Frank B. Womer, AMEG
Joseph W. Hollis, AHEAD	David G. Zimpfer, No. Atl. Region
Alan Horwitz, NECA	

Merrill C. Beyerl (ACPA) was unable to attend and the Division was represented by Theodore K. Miller. John T. Palmer (Western Region) was unable to attend and the Region was represented by I. Thomas Quinn.

Others attending as observers with some participation in the meeting, included:

- Willis E. Bartlett, President, NCGC
- Jacqueline M. Cantrell, Senator, Southern Region
- Don Creamer, Dallas Convention Coordinator
- Jack Daniels, Incoming Southern Regional Representative
- Jack A. Duncan, Chairperson, APGA Press Advisory Board
- Louise B. Forsyth, President-Elect, ASCA
- Douglas Gross, Incoming Western Regional Representative
- Belva High, Chairperson, Southern Region
- Don W. Locke, President-Elect, AHEAD
- Alan T. Quay, Chairperson, APGA By-Laws Committee
- Lauralee Rockwell, Incoming Midwest Regional Representative
- Donald W. Severson, Past President, ASCA
- Emmett E. Tucker, Jr., APGA Legal Counsel
- Ruth Ann White, President, AHEAD

Several other persons interested in Board meetings and in incoming governance positions dropped in for brief periods to observe the Board meeting.

Staff members in attendance were: Frank Burtnett, Paul Collins, Julia Davidson, William Hunter, Nancy King, and P. J. McDonough.

77-2 - Agenda, Approval of

It was moved by Stone and seconded by Takacs that: The Board of Directors votes to adopt the agenda as presented by the President. Motion passed.

77-3 - Minutes of Last Meeting

It was moved by Lee and seconded by Antonucci that: The Board of Directors votes approval of the Minutes from the Board of Directors meeting of December 9-11, 1976. Motion passed.

77-4 - President's Report

President Gazda reported on his activities during the year. He further called attention to the summaries of Division, Branch and Committee activities that were contained in his written report. Dr. Gazda further called attention to the ten Presidential Goals he had set for his year in office, as contained in his written report. Following presentation of the report, it was moved by Downs and seconded by Lee that: The Board of Directors votes to accept the President's report. Motion passed.

77-5 - Treasurer's Report

Treasurer Mary Maples presented a financial report and commented on areas of increase or decrease anticipated in the various budget headings. Following the report, it was moved by Takacs and seconded by Stone that: The Board of Directors votes to accept the Treasurer's report. Motion passed.

77-6 - Executive Vice President's Report

Executive Vice President Lewis called attention to his written report and commented on activities carried out through the Headquarters Office during the year. He discussed the addition of professional staff and realignment of staff duties and responsibilities. He further commented on the situation with regard to the Association property, and concluded his report with a summary of legislative activities. Following the report, it was moved by Creange and seconded by Daley that: The Board of Directors votes to accept the Executive Vice President's report. Motion passed.

77-7 - Divisional Reports

Each of the Divisional representatives presented a brief report on the year's activities in their particular Division, and plans for the remainder of the year. No action was taken on these reports, as they were presented to the Board for information only.

77-9 - Regional Reports

Representatives from each of the four Regions presented reports on activities in the particular Region during the year. No Board action was taken on these reports, as they were presented for information only.

It was moved by Winkler and seconded by Slawson that: Effective July 1977, funding to Regions be increased to \$1.00 per member with the following conditions: (1) \$5,000.00 be distributed equally to each Region for a total of \$20,000.00; and (2) that the remaining funds be allocated to each Region proportionate to the membership in the Region, January of each year.

It was moved and seconded that: The question be called for. (The adoption of this motion would cut off debate and require that a vote be taken on the motion then on the floor.) Motion defeated (11 for; 11 against) and the debate continued.

It was then moved by Antonucci that: The motion on the floor be amended to defer action on the second part of the motion until the July 1977 Board of Directors meeting. There was no second, so the motion was lost.

Vote was then called for on the motion on the floor concerning the increase in funding to Regions to \$1.00 per member with the conditions as stated. Motion passed (18 for; 2 against; 6 abstain-Daley, Epps, Miller, Linkowski, Slawson, and Gysbers).

It was then moved by Quinn and seconded by Slawson that: A Committee of the Board of Directors that includes Divisional, Regional, and Financial Affairs representatives be immediately appointed to study and make recommendations for better utilization of the unique strengths of Divisions and Regions in servicing membership needs. Motion passed.

It was moved by Hipple and seconded by Quinn that: The Board of Directors moves to approve the "Policy for Collecting Regional APGA Data" as presented in the Board agenda material. Motion passed. The policy as approved by this motion reads as follows:

Regional Chairpersons shall inform the APGA President, Executive Vice President, and the several members of the Regional Coordinating Council by February 1 each year, or as soon as possible thereafter, the following data:

1. The names of officials for the next fiscal year, including Regional Chairperson, Senators, Directors, Regional Coordinator, State Branch Presidents.
2. Job Titles.
3. Addresses (work and home).
4. Telephone numbers (work and home).
5. The dates and sites of Regional Meetings.
6. Travel Costs (round trip) for the next fiscal year to:
 - (a) APGA Convention site for Senators, Directors, Regional Coordinators and Regional Chairpersons, by name.
 - (b) Regional Branch Assembly site for Senators, Directors, Regional Coordinator, and Regional Chairperson, by name.
 - (c) To Washington, D. C. for Directors, Regional Coordinator.
 - (d) To other specific sites for specific officials, as requested by the APGA President.

Travel costs should be estimated using January air fares, bus fares, etc. and rate per mile for auto mileage (except that the latter may not be substituted without prior approval for available air fare, unless cheaper).

It was moved by Hipple and seconded by Edwards that: The Board of Directors moves to approve the "Budget Policy for Regional Coordinating Council" as presented in the Board Agenda material. Following discussion and some minor changes in the material, a vote was called for on the motion. Motion passed. The material, as approved by the Board, reads as follows:

The following are guidelines for use by the Financial Affairs Committee in establishing a budget for the Regional Coordinating Council:

- A. Travel from Regional Coordinators homes to:
 - (1) Site of Convention.
 - (2) Washington, D. C. (or site of Regional Coordinating Council meeting).
 - (3) Respective, Regional meeting sites.
- B. Per diem during:
 - (1) Above meetings, except per diem for convention shall be limited to the workshop days, plus one day (for essential preparation).
- C. Necessary support for materials, postage, telephone, telegraph and clerical help.
- D. Travel costs should be estimated using January air fares, bus fares, etc. and rate per mile for auto mileage (except that the latter may not be substituted without prior approval for available air fare, unless cheaper).

77-10 - Conventions

The Coordinator of the 1977 Convention, Dr. Don G. Creamer, welcomed the Board of Directors to Dallas, and presented a summary of the status of the 1977 Convention on the eve of its opening. This report required no Board of Directors action.

The Coordinator for the 1978 Convention, Dr. Lawrence Winkler, presented a brief report. He indicated that key convention personnel have been appointed and are getting work under way. He noted that the theme selected for the 1978 convention is "APGA: Fulfilling Human Service Commitments". No action by the Board of Directors was required, as the report was for information only.

77-11 - By-Laws

It was moved by Epps and seconded by Horwitz that: The Board of Directors moves to commend the By-Laws Committee and the APGA Board of Directors liaison to the By-Laws Committee for their thorough and expeditious preparation of the proposed By-Law amendments to be presented to the Senate in its March 1977 meeting. Further, that the Board of Directors direct the By-Laws Committee to delete from the recommendations the sentence in Article XII, Section 1(b), lines 608-610 to wit: "Said appointments are to be made at the convention meeting of the Board of Directors prior to the term of office of the chairperson." Motion passed.

77-18 - International Relations Committee

It was moved by Stone and seconded by Quinn that: The name of the International Education Committee be changed to the International Relations Committee. Motion passed.

It was moved by Stone and seconded by Lee that: The International Relations Committee be designated as a standing committee and that the By-Laws Committee be directed to prepare the necessary By-Law changes for presentation to the APGA Senate at this convention. Motion passed.

It was moved by Stone and seconded by Quinn that: The request for \$300.00 additional funds from the International Relations Committee be left to the discretion of President Gazda. Motion passed.

77-23 - New Divisions

It was moved by Herr and seconded by Linkowski that: The moratorium against new Divisions be lifted so that new Divisional applications might be accepted and considered. Motion passed (one against).
(It was requested that the following explanatory note be included in the record of this Board meeting: "We recognize that this will pose greater crises for our governance structure but if we are serious about expanding membership we see little recourse to considering the addition of groups who meet APGA membership criteria and who share the goals of this Association.") (It was understood that the adoption of this motion authorizes the Association to aggressively recruit groups that can be considered potential new Divisions.)

It was moved by Daley and seconded by Gysbers that: The President be authorized to contact the Association of Mental Health Counselors to inform them that the moratorium on adding new Divisions has been lifted. Motion passed.

It was moved by Lee and seconded by Altekruise that: The Executive Committee study the Rules for Formation of New Divisions and recommend any changes in those rules to the Board of Directors at its July 1977 meeting. Motion passed.

77-24 - Personnel and Guidance Journal

It was moved by Womer and seconded by Mahler that: The Board of Directors moves to accept the report of the Press Advisory Board. Motion passed.
(The report referred to in this motion was in the form of a memorandum to the Board of Directors from Jack A. Duncan, Chairperson of the Press Advisory Board, dated February 16, 1977.)

It was moved by Zimpfer and seconded by Womer that: The Board of Directors endorse the statement of format and content emphasis for the Personnel and Guidance Journal as reported in the memorandum by Jack Duncan, Chairperson of the Press Advisory Board, to editor candidates on February 9, 1977. Motion passed.

77-29 - Resolutions on Continuing Expenses in Next Fiscal Year - Bank and Auditor Arrangements

It was moved by Winkler and seconded by Antonucci that: The firm of Touche Ross and Company be reaffirmed as agent of record for the purpose of conducting the annual audit of APGA for Fiscal Year 1977. Motion passed.

It was moved by Hipple and seconded by Quinn that: The Board of Directors votes to authorize operating expenses after June 30, 1977 until such time as the 1978 budget is approved. Motion passed.

77-40 - Licensure Commission

It was moved by Altekruze and seconded by McDaniels that: The Board of Directors votes to commend the Licensure Commission for its preparation of an Action Packet on licensure and that the Board encourages the distribution of this packet to the State Branches. Further moved that the APGA Board of Directors encourage Branches, Divisions, and Regions to take a proactive position to implement licensure for counselors in keeping with the Action Packet prepared by the Licensure Commission. Motion passed.

77-41 - Government Relations

It was moved by Stone and seconded by Daley that: The Government Relations Committee be commended for their work this past year, with special recognition to its Chairperson, Bill Erpenbach, and that due consideration be given to additional staff support when funds become available. Motion passed.

It was moved by Stone and seconded by Daley that: The APGA Board of Directors support the Government Relations Committee recommendation that APGA expand its legislative thrust and the APGA Board of Directors further recommends that expansion be continued in accordance with the purposes of APGA and the total programmatic thrust. Motion passed.

77-42 - Insurance Trust

The Chairperson of the Insurance Trust presented a report on the activities and current status of the APGA Insurance Trust. No Board of Directors action was required on this topic.

77-50 - Life Membership for Past President

It was moved by Lee and seconded that: The Board of Directors, in keeping with an established custom, votes life membership in APGA for Mrs. Thelma T. Daley, outgoing past president of the Association. It further directs that an appropriate certificate be presented to her signifying her dedicated and useful service to her profession and colleagues. Motion passed by acclamation.

77-55 - Committees and Commissions

It was moved by Epps and seconded by Daley that: The APGA Board of Directors direct staff to: (1) Establish a model form for all committee mission statements similar to that presented by the International Education Committee; (2) Solicit those mission statements not yet received; (3) Be responsible for putting mission statements into common language; and (4) Refer these statements to the Executive Committee for approval such that the statements can be available for publication in the Association Handbook and for distribution to committee chairpersons by July 1, 1977. Motion passed.

It was moved by Altekruse and seconded by McDaniels that: The Board of Directors moves to receive the following reports with thanks and recommends that mission and scope statements be prepared for the July 1977 meeting that are in a consistent form as recommended by Subcommittee Three of the March 1977 Board of Directors meeting. (1) APGA Commission on Women, (2) Licensure Committee, (3) Committee on Standardized Testing, (4) Committee on Industry and Education Cooperation, (5) Committee on Aging, and (6) International Education. Motion passed.

It was moved by Herr and seconded by Black that: The Board of Directors moves that the Committee Chairpersons recommended by President-Elect Gysbers be confirmed by the Board of Directors. Motion passed. (It was requested that the following explanatory note be included in the record of this Board of Directors Meeting: "We commend President-elect Gysbers for his efforts to obtain geographic, sexual and racial representation in his appointments. We recognize the difficulty of meeting all appropriate appointment criteria, but we would also recommend that presidents-elect in the future seek appointments more representative of settings other than higher education as committee chairpersons and committee members are appointed.")

Committee Chairpersons as confirmed by this motion are as follows:

Judy H. Lombana - Government Relations Committee
Brooke B. Collison - By-Laws Committee
Fannie R. Cooley - Ethics Committee
Phyllis L. Mable - Financial Affairs Committee
Ron Fredrickson - Awards Committee
Richard W. Warner, Jr. - Licensure Committee
George M. Gazda - Nominations and Elections Committee
Victor J. Drapela - International Relations Committee
Anita Mitchell - Standardized Testing Committee
Amour J. Andrews - Women's Committee
JoAnn Harris Bowsbey - Media Committee
Lawrence Winkler - Insurance Trust
John A. Barr - Aging Committee
Martin Gerstein - APGA Treasurer
William J. Erpenbach - Special 1978 Convention Committee on
Government Relations

77-64 - Executive Committee

It was moved by Womer and seconded by Downs that: The Board of Directors votes to accept the statement on the Executive Committee, contained in the

"Womer Revision of the Gazda Paper", with minor changes as indicated to the Board, and as suggested by Legal Counsel. Motion passed. The statement, as accepted by the Board, reads as follows:

EXECUTIVE COMMITTEE

Membership

The Executive Committee shall consist of five members including the President, President-Elect, and immediate Past President plus two members elected from the Board of Directors, one representing Divisions and one representing Regions. The Treasurer and Executive Vice President are ex officio and without vote.

Terms of Office

Three years for persons in Presidency roles. One year for elected members from the Board unless re-elected.

Each year of service by the Treasurer and Executive Vice President.

Method of Appointment

The election of the Regional and Divisional representatives is conducted at the July Board of Directors meeting. This is usually the first item of official business conducted.

Procedures for Conducting the Elections

The election should be conducted by ballot for both Regions and Divisions. Furthermore, there should be at least two candidates on the ballot. The person who receives the most votes is declared the representative. In case of ties, the voting is continued until the tie is broken. Alternates shall also be elected in July to serve when and if the representative is not able to attend a meeting.

Early Termination of Office

In the event that a representative terminates his/her office early the alternate shall serve until the next meeting of the Board of Directors. A replacement will be elected by the Board of Directors during its next scheduled meeting.

Meeting Dates

The Executive Committee meets at the discretion of the President, but regular meetings are held prior to the Board of Directors meetings.

Mission

The Executive Committee meets to act for the Board of Directors and to carry out policies of the Board when it would not be feasible for the Board to meet. The Executive Committee may be called together to counsel and advise the President and/or the Executive Vice President. When the Executive Committee meets just prior to a meeting of the Board, it serves in an advisory capacity and does not act for the Board.

77-68 - Nominations and Elections Rules

It was moved by Stone and seconded by Quinn that: The APGA Board of Directors commends the Nominations and Elections Board for their endeavors to educate the membership and Regional-Divisional leadership, and encourage the Nominations and Elections Board to continue their efforts. Motion passed.

77-71 - Human Rights Committee

It was moved by Herr and seconded by Black that: The mission statement of the Human Rights Committee read as follows and that these responsibilities

be included in the By-Laws as appropriate:

"The Human Rights Committee shall be responsible for education concerning ways of overcoming those discriminatory behaviors and procedures which infringe upon individual rights. The Committee shall also monitor and periodically recommend the upgrading of the documents and procedures of the Association pertinent to Human Rights and receive and recommend for disposition complaints and charges of alleged violations of the individual rights of Association members or their clients.

Motion passed.

77-85 - Membership Representation and Services Outside Continental United States

It was moved by Winkler and seconded by Quinn that: The problems with non-contiguous Branches be investigated by the Regions within whose jurisdiction the Branch resides and appropriate recommendations be forwarded to the Board for further action, if desired. Motion passed.

77-86 - Leadership Development and Long Range Planning

It was moved by Zimpfer and seconded by Downs that: The Board of Directors votes to endorse the concepts and broad design for leadership development in APGA as reported by the Board Subcommittee under agenda item 77-86.

Following discussion on this topic, it was moved by Daley and seconded by Neil that: Action on this report be deferred. Motion passed, and the report was deferred. (In adopting this motion, the feeling was expressed that the President and President-Elect should follow up on this item to see that some direction is given to the Committee on its next steps.)

77-102 - Structure, Function and Relationship of APGA Board of Directors and Senate

It was moved by Lee and seconded by Takacs that: The Board of Directors recommends that the Senate and Board of Directors consider and study the restructuring of the APGA Board of Directors, Senate and Executive Committee. Motion passed.

77-103 - Insurance Coverage for Board Members and Officers

It was moved by Winkler and seconded by Downs that: The policy of coverage for travel by officers and members of the Board of Directors to official APGA functions be extended to the Senate. Motion passed.

77-109 - Financial Policy Manual

It was moved by Winkler and seconded by Altekruze that: The Board of Directors votes to approve the Financial Policy Manual as presented, with revisions as made by members of the Financial Subcommittee and Board of Directors. Motion passed.

77-111 - Membership Promotion

It was moved by Epps and seconded by Daley that: The APGA Board of Directors reaffirms its support of the plan of action submitted by staff with respect to increasing the membership of the Association. Further that the Board of Directors direct staff to search for additional methods which will increase the supporting, sustaining and student memberships. Further recommend that each region include the goal of increasing membership as one of its priorities for the next three years. Motion passed.

77-112 - Media Committee

It was moved by Womer and seconded by Downs that: In the proposed By-Law amendments concerning Article XI, Media, that the Section 1(c) as presented in the backup material be replaced with a new Section 1(c) as follows: "The Chairperson for a fiscal year is to be appointed by the incumbent President-Elect, subject to confirmation by the Board of Directors." Following discussion of this motion, the motion was withdrawn with the understanding that the President will direct the By-Laws Committee to look at this in their considerations.

It was then moved by Womer and seconded by Altekruse that: In the proposed By-Law amendments concerning Article XI, Media, that in Section 4(a)(2) there be inserted between the words "Editor" and "under" the phrase ", through the Media Committee and". This section would then read: "(2) The Editor, through the Media Committee and under the direction of the Board of" Motion passed.

Adjournment

The meeting of the APGA Board of Directors went into Executive Session at 5:15 p.m., March 4, 1977, and no Minutes are kept of such Executive Session. Following this, the Board of Directors meeting was adjourned.