ACA Governing Council Meeting
October 26-28, 2007

MINUTES

Call to Order

The ACA Governing Council meeting was called to order at 2:00 p.m., October 26, 2007 at the L’Enfant Plaza Hotel in Washington, D.C. President Brian Canfield presided. Governing Council members present for all or part of the meeting were as follows:

- Jim Blundo, AMHCA
- Loretta Bradley, IAMFC
- Kay Brawley, NECA
- Brian Canfield, ACA President
- David Capuzzi, ACA Treasurer
- Maureen E. Colón, ACEG
- James M. Devlin, Student Representative
- Thelma Duffey, ACC
- Kelly Duncan, Midwest Region
- Dennis Engels, NCDA
- Brad Erford, AACE
- Ned Farley, ALGBTIC
- David Fenell, Process Observer
- Queen D. Fowler, AMCD
- Nita Jones, Southern Region
- Kelley R. Kenney, North Atlantic Region

Others in attendance at the meeting as guests or observers include the following:

- Mary Ballard, Ad Hoc Committee on ACA Collaborative Membership
- Jim Bierma, President-Elect, ASCA
- Sharon Bowles, Chair, Western Region
- Althea Brum, ACA Insurance Trust
- Holly Clubb, Director, Leadership Services
- Kelly Collins, Chair, Midwest Region
- Hugh Crethar, President, CSJ
- Jack Culbreth, Chair, Council for Accreditation of Counseling and Related Educational Programs
- Carol Bobby, Executive Director, Council for Accreditation of Counseling and Related Educational Programs
- Janice DeLucia-Waack, President, ASGW
- Colette Dollarhide, President, C-AHEAD
- Judith Durham, President, ACES
- Marcheta Evans, President, ACC
- Donna Gibson, President, AACE
- Gary Gintner, President AMHCA
- Carolyn Greer, President AADA
- John Hakemian, NECA, Executive Director
- W. Mark Hamilton, AMHCA, Executive Director
- Richard Hanson, President ACCA
- Carolyn Kern, ACCA
- George Leddick, ASGW
- Don W. Locke, ACA Parliamentarian
- Colleen Logan, ACA President-Elect
- Vonda Long, AADA
- Sandy Lopez-Baez, CSJ
- Sally Murphy, ASCA
- Cynthia Osborn, IAAOC
- Dale-Elizabeth Pehrsson, ACES
- Carolyn Rollins, ARCA
- Laura Jo Severson, Western Region
- Sonya Vassos, C-AHEAD
- Marie Wakefield, ACA Past President
- Richard Yep, ACA Executive Director
- J. Scott Young, ASERVIC
- Robert “Skip” Hanson, Director of Development, ACA Foundation
- Robin Hayes, Director Conference and Meetings Services
- Bret Hendricks, President, IAMFC
- Theresa Holmes, Senior Meetings Coordinator
- David Kaplan, Chief Professional Officer
- Darrell Luzzo, President, NCDA
- Phyllis Mogielski-Watson, President, ALGBTIC
- Rich Mozier, Chief Financial Officer
- Carol Neiman, Chief Membership and Association Services
- Paul Nelson, Executive Director, ACA Insurance Trust
- Patty Nunez, President, ARCA
- Sharon Seesholtz, President, ACEG
- Stacy Shaver, Executive Assistant
- Jeff Siskind, Chair, Southern Region
- Cindy Welch, Chief of Staff
- Cirecie West-Olatunji, President, AMCD
- Denise Williams, Director, Member Development
- Richard Wong, ASCA Executive Director
**Introductions and Announcements**

President Canfield asked the Governing Council Members to introduce themselves. Presidents and Chairs from COPARC were invited to attend the meeting as observers and were also asked to introduce themselves. Dr. Canfield provided an overview of the schedule for the meeting.

**Parliamentarian’s Remarks**

Parliamentarian Don Locke commented on the rules for conduct of a meeting. In addition, he called attention to the information regarding parliamentary procedure provided in the back up materials.

**Multicultural Training**

ACA Policy mandates that there be diversity training at the first Governing Council meeting of each Association year. David Fenell provided a presentation: “Counseling the Military Essential Cross Cultural Competencies.”

**Reports for Officers**

Written reports were submitted and each officer provided a verbal summary.

- President’s Report presented by Brian Canfield
- President-Elect’s Report presented by Colleen Logan
- Past President’s Report presented by Marie Wakefield

**Approval of Consent Agenda**

It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approved the Consent Agenda. **Motion passed.**

In order that there is a record of the individual items contained in the Consent Agenda, the Minutes will show each item adopted under the Consent Agenda.

**Approval of the Minutes of the Previous Meetings**

It was moved by B. Erford and seconded by S. Vassos that: The Minutes of the following meetings be approved: ACA Governing Council, March 20-22, 2007 and the ACA Executive Committee, June 23-24, 2006. **Motion passed.**

**Approval of Additional Appointments**

It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approved the additional appointments submitted by President Brian Canfield. **Motion passed.**

The appointments approved by this motion are as follows:

- Governing Council Process Observer: David Fenell
- Under-represented Member to the Executive Committee: Jim Blundo
- Financial Affairs Committee (Ex Officio): Loretta Bradley and Laura Jo Severson
- Special Committee on Military and Veteran Affairs (Student): Jennifer Biebl

**Approval of 2008-2009 Region Meeting**

It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approves the dates and locations of the 2008-2009 Region Meetings as amended. **Motion passed.** The dates approved by this motion for 2008-2009 are as follows:

- Midwest Region: October 2-4, 2008, Chicago area
- North Atlantic Region: October 8-12, 2008, Bangor, ME
- Southern Region: October 16-18, 2008, Little Rock, AR
- Western Region: November 6-9, 2008, Seattle, WA

**Bylaws Change – ALGBTIC**

It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approves the Bylaw changes of the Association for Lesbian, Gay, Bisexual, and Transgender Issues in Counseling. **Motion passed.**
Bylaws Change – AMCD
It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approves the Bylaw changes of the Association for Multicultural Counseling and Development. Motion passed.

Bylaws Change – ICA
It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approves the Bylaw changes of the Idaho Counseling Association. Motion passed.

Mission and Goals of the Publications Committee
It was moved by B. Erford and seconded by S. Vassos: To rescind the following motion passed by the Governing Council at its March 2007 meeting: It is moved that the mission/goals of the Publication Committee be amended to replace the phase “render decisions” to make recommendations” Young/Paisley. PASSED. Motion passed.

Statement of Publication Values of the American Counseling Association
It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approve the Statement of Publication Values of the American Counseling Association, which was written and endorsed by the ACA Publications Committee, as a new ACA Publication policy for inclusion in the Guide to ACA Media. Motion passed.

ACA Manual of Policies and Procedures
It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approves the American Counseling Association Manual of Policies and Procedures. Motion passed.

Grief and Bereavement Interest Network
It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approves the application from the ACA Interest Network for Grief and Bereavement as an Interest Network in ACA. Motion passed.

Emerging Leaders Task Force Final Report
It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approved the final report from the Emerging Leaders Task Force. Motion passed.

Human Rights Committee Report
It was moved by B. Erford and seconded by S. Vassos that: The Governing Council approved the report from the Human Rights Committee. Motion passed.

Treasurer’s Report
Treasurer David Capuzzi presented a report on the financial status of the Association. Dr. Capuzzi also called attention to a memo from him to the Governing Council regarding four motions from the Financial Affairs Committee. The report was for information only and did not require any action by the Governing Council.

Report from Council for Accreditation of Counseling and Related Educational Programs
Dr. Jack Culbreth, Chair of CACREP, and Dr. Carol Bobby, CACREP Executive Director, reported on the activities and future plans of the Council. They then responded to questions from the Governing Council.

Report from the ACA Foundation
Robert “Skip” Hanson, ACA Foundation, Director of Development reported to Governing Council on activities being carried out by the ACA Foundation. This report was for information and no Governing Council action was required.

Executive Director Report
Executive Director, Richard Yep provided a written report and then provided a verbal summary. Governing Council members were given a copy of the ACA Annual Report, 2006-2007.
**Strategic Planning**
Richard Yep provided an overview and led the group in some activities in regards to strategic planning.

**Membership Alternatives**
Dr. Mary Ballard, Chair, Ad Hoc Committee on ACA Collaborative Membership presented a report regarding membership alternatives and a motion.

> It was moved by the Collaborative Task Force Members that: The Governing Council in collaboration with the ACA staff, resolve to craft an alternative dues structure that would provide ACA members with a menu of membership options.

Following some discussion, it was moved by C. Rollins and seconded by C. Osborn: To table the motion. Motion passed and the motion was tabled.

> It was moved by B. Erford and seconded by N. Farley that: ACA adopt the membership alternative (#5) and staff immediately begin to develop options, provide a cost analyses of these options, and implement the new system by July 1, 2009. Motion defeated.

At the conclusion of the vote, the Governing Council moved on the next item on the agenda.

**Governing Council Term Limit**
It was moved by G. Leddick and seconded by B. Erford that: Governing Council representatives may have the option of running for re-election to a second three-year term immediately following their first. Motion pasted.

**Membership Alternatives**
It was moved by L. Bradley and seconded by K. Brawley: To reconsider the motion from the Collaborative Task Force. Motion passed.

> It was moved by the Collaborative Task Force Members that: The Governing Council in collaboration with the ACA staff, resolve to craft an alternative dues structure that would provide ACA members with a menu of membership options. Motion defeated.

**ACA Fellows**
It was moved by G. Leddick and seconded by C. Osborn that: Future ACA Fellows be elected by secret ballot by a simple majority vote of Fellows. Self nomination would not be permitted and nomination information would be completed by nominators, not candidates. Motion defeated.

**Report from the ACA Insurance Trust**
Paul Nelson, Executive Director, ACA Insurance Trust presented a report to the Governing Council on the current status of the Trust and on future plans. This report was for information only and no Governing Council action was required.

**Motions from the Financial Affairs Committee**
It was moved by the Financial Affairs Committee that: $580,817.54 earned in the Association’s designated funds be undesignated by the Governing Council. Motion Passed.

> It was moved by the Financial Affairs Committee that: The ACA Executive Director develop and implement a three year budget plan that will eliminate or significantly minimize the likelihood that the Association will realize an operating deficit at the end of any fiscal year. The Executive Director, along with staff and the Financial Affairs Committee will report back at the March 2008 Governing Council meeting with a report outlining the plan. Motion passed unanimously.

> It was moved by the Financial Affairs Committee that: 33% of investment income from interest and dividends earned each year from designated funds be deemed unrestricted for a period of three years. Motion passed.
It was moved by the Financial Affairs Committee to: Amend Policy 1501.2 in the section describing “Other Transfers into Reserves” (the requirement to transfer one third (33%) of any excess revenues over expenses into the excess revenue reserve fund) so that such excess revenues are defined to exclude investment incomes and gain, i.e. the “operating fund surplus.” It is recommended that this policy be effective for financial activity beginning on June 30, 2006. Motion passed.

The Use of Torture as an Interrogation Technique
It is moved by L. Severson and seconded by S. Lopez-Baez that: The American Counseling Association is opposed to the use of torture as an interrogation technique device by any government. Motion was withdrawn by President Canfield as in violation of policies and procedures.

Membership Alternative
It was moved by D. Pehrsson to: Reconsider the motion: ACA adopt the membership alternative #5 and staff immediately begin to develop options, provide a cost analyses of these options, and implement the new system by July 1, 2009. Motion passed.

It was moved by B. Erford and seconded by N. Farley that: ACA adopt the membership alternative #5 and staff immediately begin to develop options, provide a cost analyses of these options, and implement the new system by July 1, 2009. Motion passed.

Strategic Plan
It was moved by C. Rollins and seconded by N. Farley that: The Strategic Areas of Focus be named the ACA Strategic Plan. Motion passed.

Proposals from COPARC
President Canfield provided a report from the October 25-26, 2007 COPARC meeting. The members of COPARC requested the following proposals be presented to the Governing Council:

Proposal: COPARC recommends that ACA provide Complimentary Divisional Memberships for all ACA Division Presidential Leadership (President-Elect, President, and Past President) and Regional Chair (Chair-Elect, Chair, Past Chair) to provide/facilitate intercollaborative identity.

Proposal: COPARC recommends that Governing Council examine the governance structure of ACA to evolve Governing Council in a way that would provide more autonomy to Division and Regions.

Proposal: COPARC recommends that Governing Council develops various pilot programs with Divisions and Branches to examine membership alternatives.

Membership Alternative
It was moved by K. Brawley and seconded by S. Vassos to: Request that ACA staff also prepares a cost analysis for merging item # 2 and # 5 for presentation to the Governing Council at the Hawaii Conference so that the Governing Council could consider both the menu option only and the menu option plus Divisional membership. Motion passed.

Report on the Lease/Purchase of ACA Headquarters Building
It was moved by G. Leddick and seconded by D. Pehrsson that: The Executive Committee prepare a report describing our options regarding lease/purchase of our headquarter building for our Hawaii meeting. Motion passed.

Position Statement Regarding Marital/Marriage and Family Therapy
Dr. Canfield asked the Governing Council to approve the following position statement:
The American Counseling Association supports the efforts of other professional groups in their on-going work to better meet the needs of society. The ACA encourages its national divisions, branches, partners, and affiliate organizations to engage other professional groups and associations at the national, state, and local levels to expand areas of mutual interest and cooperation.

The ACA recognizes that the ability to conceptualize systemically and work relationally is not proprietary to any one professional group and that many members of other professions (e.g. professional counselors, psychologists, psychiatrists, social workers), by virtue of their education, training, and experience, are highly qualified to provide services to couples, families, and other client systems. In light of this, the American Counseling Association recognizes “marital/marriage and family therapy” as a separate and distinct profession.

The American Counseling Association commends the California Association for Marital and Family Therapy (CAMFT), the American Association for Marriage and Family Therapy (AAMFT), and the International Association of Marriage and Family Counselors (IAMFC), and other National and State professional organizations in their efforts to expand the body of knowledge and improve professional standards.

Governing Council approved the position statement

**Appreciation**
The Governing Council appreciates the fine job of organizing and facilitating of this meeting by President Brian Canfield.

The Governing Council appreciates the efforts of Richard Yep and ACA staff in supporting this meeting.

The Governing Council extends its congratulation to David Fenell for his work in the military to help us and our nation.

**Adjournment**
There being no further business remaining on the agenda, the Governing Council meeting was adjourned at 11:15 a.m. on October 28, 2007.