



Meeting Type: November 2011 Monthly Meeting

Recording Secretary: Katie Collins

Date/Time: Monday, November 21, 2011

Location: Notre Dame Bishop Gibbons High School

Present: Katie Collins, Kathleen Dowd Freese, Tim Honsinger, Gloria Jean

1. **President's Welcome** – Tim Honsinger

- Call to Order
 - Meeting was called to order at 12:32 p.m.

2. **Minutes** – Becky Maroncelli

- Approval of Minutes from October 2011

Action: Kathleen made a motion to approve the minutes from October 2011 meeting; Kathleen seconded the motion.

3. **Treasurer** – Carly Connors

- Carly reported the budget was in good financial shape
- It was discussed to possibly highlight the top 4-5 points/updates with the budget. In a way to depict what is new with the budget.

Action: Gloria made a motion to purchase Directors & Liabilities Insurance through NYCON; Katie seconded the motion.

4. **Membership** – Kathleen Dowd Freese

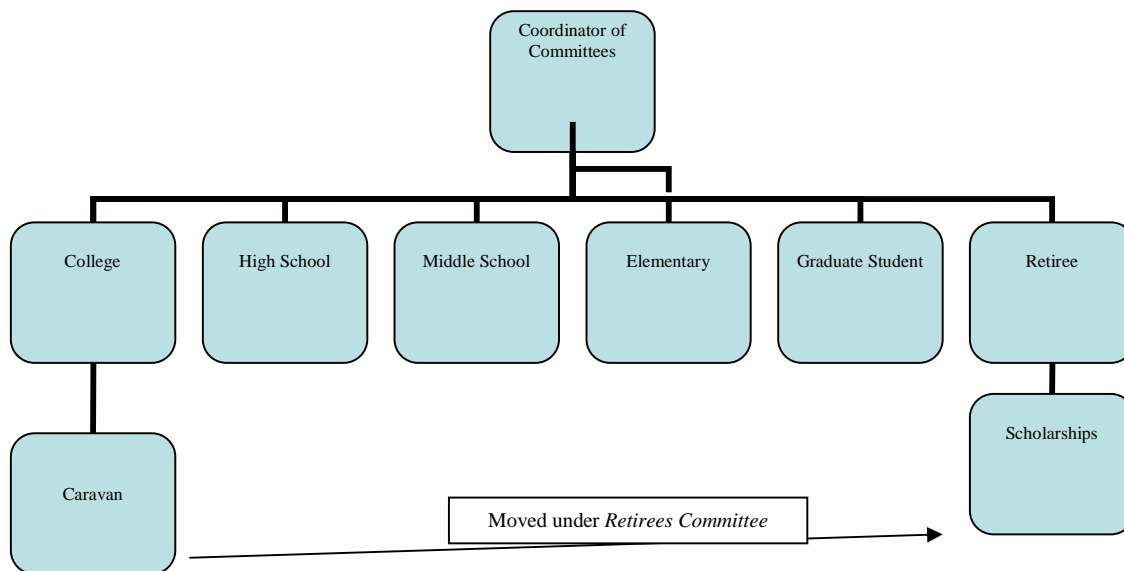
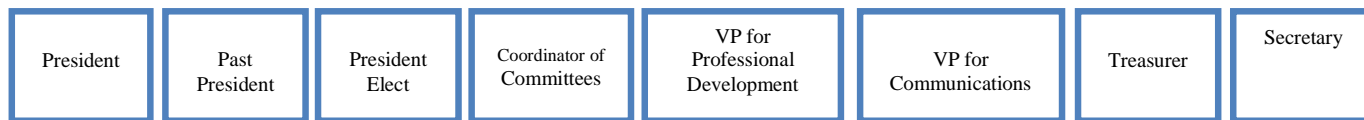
- Current Membership Report
 - As of November 21, 2011 we have 162 members! Yippee!
 - Kathleen was going to double check the website to make sure the membership page is current and all mailed membership forms are included.

5. **Committees** – Chelsea Houghton

- Discussion of proposed structure of Committees
 - Move Scholarships under Retiree
 - The President of CDCA committee should be responsible for the College Fair Committee (see revised Structure of Committees below)

Action: Katie made a motion to approve and pass Chelsea's new structure of Committees; Kathleen seconded the motion.

APPROVED STRUCTURE OF COMMITTEES



6. Programs – Katie Collins

- December Holiday Meeting is set for Monday, December 5 at SCCC.
- Discussion about making “Race to Nowhere” available to all members of CDCA
 - We all agreed it would be a good benefit to membership, but all inquiries would have to go through Katie. Katie will then reach out to see whose schedule will allow them to attend the viewing.
 - A member of the Board must be present at the viewing.
- March program is in the works.
 - Katie is looking to have it the week of March 5-9, 2012.
 - Discussion of doing a half day conference with several presentation options. Kathleen offered to help Katie plan the event.

7. By-laws Revision – Carl Winters / Gloria Jean

- Gloria passed out the first draft of the new bylaws
 - Gloria asked that we each look at the first draft carefully and bring our recommendations to the next meeting.

8. Other

- Elementary Day of Sharing (Tim)
 - Tim attended the Elementary Day of Sharing in Lake George and truly enjoyed it.
 - 20 School Counselors were in attendance.

- Many great ideas and resources were shared with all participants.
- Website (Gloria)
 - Gloria reported we have over 1,245 hits on our webpage.
 - Gloria will be sending out an email for members to renew for the CDCA email blast.
- NYSACAC
 - NYSACAC Website: <http://www.nysacac.org/>
 - Tim was going to reach out to Carly to see if we joined NYSACAC. All was in agreement that it would be a great organization for CDCA to join.
- Non-Profit Legal Assistance Retainer (Gloria)
 - NYCON www.nycon.org / info@nycon.org – The cost for pre-paid service (Assistance in Reapplying for Tax-Exempt Status with IRS) = \$325 with an additional cost for incidental expenses of \$32.50 = \$357.50; Council's training and facilitation services for this engagement are bill at \$115 per professional staff hour and an additional 10% administrative support fee to cover customary costs of photocopying, fax, postage, incidental charges and administrative support = approximately \$780 total. Payment along with enclosed signed copy of Retainer should be forwarded to: NYCON, Inc., 272 Broadway, Albany, NY 12204; Attn: Felice Ford, Legal Administrative Assistant

9. Motion to Adjourn

Adjournment:

Kathleen made a motion to adjourn meeting at 1:50 p.m; Tim seconded the motion.