



March 18, 2021 9:30am Capital District Counseling Association Executive Board Meeting

Call to Order: 9:31 am
Welcome

CDCA OFFICERS
2020-2021
PO BOX 50153
ALBANY, NY 12205
CDCANY.ORG

PRESIDENT:
KATHLEEN FREESE
KATHLEENFREESE@YAHOO.COM

PRESIDENT ELECT:
JANELLE LYONS
RAEGAN_3159@YAHOO.COM

**VICE PRESIDENT FOR
PROFESSIONAL DEVELOPMENT:**
LEA MILLER
LMILLER@COHOES.ORG

TREASURER:
JENNY BOGDA
JENNYBOGDA@GMAIL.COM

MEMBERSHIP:
MEGAN BEAUCHAMP
BEAUCHAMPM@APCSD.ORG

CHAIR OF COMMITTEES:
DANIEL FOGARTY
DANIEL.FOGARTY@FMCC.SUNY.EDU

SECRETARY:
ALICIA CALDARA
ALICIA.CALDARA@BKWSCHOOLS.ORG

I. President's Report

- A. Bylaws – still in review – suggestions?
- B. Counselor of the year recognition and promotion – nomination form sent to members
 - Where is the nomination form?
 - Google Form? Linked to Google Sheet?
 - Plaque made for recognition
 - For this year and last years recipient
 - Given at annual meeting this year
 - Email it to membership and put it on website
 - Recipient needs to be a current website

II. Executive Board Member Reports

A. Secretary – Alicia Caldara

1. Approval of minutes from February 2021
 - Caldara - Motion to approved
 - All in favor
2. If approved, post to website
 - <https://www.cdcanyc.org/meeting-minutes/>

B. Chair of Committees – Daniel Fogarty

1. College Caravan update - sidewalk caravan
 - Meeting next week with co-chairs to finalize safety procedures
 - Going to prefer to be outside and under awning
 - Masks are required
 - Admissions counselor will have to bring a small table
 - Sanitizers purchased for each table
 - Pens purchased for each student
 - To be handed to each to use for duration of even
 - Tables must be wiped off after each visit and regularly throughout
 - May 10-14, 17-21
 - Aiming for three schools a day
2. Scholarship information application live
 - Going to be checking the mailbox for applications
3. Grant Application info
 - As a board, how much do we want to post it this year?
 - Link on webpage
4. Call for Retirees for 2021
 - Is a committee, is there leadership in this committee?
 - Facebook outreach, annual business meeting

C. Vice President Professional Development – Lea Miller

1. CASDA roundtables
2. #3 recap - March 9
 - 16 Participants total
 - Where we stand currently in the field, where we go from here
 - Sharing out what is being done to support students
3. #4 April 13 - Ideas for closing the series (wrap up)
 - What can we provide as we go into summer breaks
 - The conversational, sharing out piece has been nice
4. Annual Business Meeting – June 8, 2021 Saratoga National – website
 - Waiting to start registration until details confirmed with Saratoga National
 - If membership renewed for the following year, could we give away our mugs with this?

D. Treasurer (Communications) – Jenny Bogda

1. Checking and fidelity accounts
 - Checking:
 - Fidelity: No amounts listed
 - Roundtables: \$105
2. Website
 - Caravan and Grant information will be added
3. Facebook - why I volunteer
 - Getting more views than other posts
4. Communication tool ideas
 - Centralized place for board to communicate
5. One more newsletter?
 - March, May, one after Annual Business Meeting
6. Additional:
 - What if we host scholarship information for local scholarships on our webpage
 - If someone wants to put it on the webpage, they need to contact CDCA

E. Membership – Megan Beauchamp

1. Current members
2. Membership update on website
 - No new updates

F. President Elect – Janelle Lyons

1. Facebook
2. Start slate for 2021-2022
 - Looking to solidify Executive Board for next year
 - Can send out an email to membership
 - Grant Info, Scholarship Info, Board recruiting
3. Status of Newsletter Mailing
 - Almost complete

III. Old Business

- A. College Fair – Dan – CASDA Fairs
 - Using Zoom platform
 - March 23, at night
 - March 24, during the day
 - 6 schools together, 6 minutes to present
 - Then Q & A
- B. Virtual Professional Development – State Ed presentation?
Maybe in May?
 -

IV. New Business

- A. One more trivia night?
 - Some time in May, after the Caravan
 - Happy hour time - around 3:30-4:00?
 - Discuss at next meetings

V. Adjourn

- 10:34am