

CGPA Board Meeting Minutes – Final

Date: November 19, 2015

Attendance: Aida Cabecinha, Stephen Gillies, Kasra Khorasani, Jane Mitchell, Andre Roch, Rowan Sharkey, John Sherry, Joan-Dianne Smith, Ken Schwartz, Wendy Wildfong, Colleen Wilkie, Ward Yuzda
From First Stage: Doug Rosser

Regrets: Jessica Kerr (First Stage)

President/Chair: Kasra Khorasani

Secretary: Colleen Wilkie

Supplemental Documents:

Board Minutes Draft – 2015-10-21

Rationale for Being a Patron Member

CPGA E-module Outline

Faculty Call ETG Consultant May 2016

Faculty Call ETG Leaders May 2016

Abbreviations:

MMC: Membership/Marketing/Communications Committee

NTC: National Training Committee

ETG: Experiential Training Group

Minutes: *Motion (moved by Joan-Dianne, seconded by Ward) that the minutes of the October 21, 2015 board meeting be approved as circulated. Carried.*

Brief reports from relevant committees:

1. MMC – Patron level of membership. Kas reviewed the document circulated to board members.

Decision: The board was in support of not including volunteer work as a criterion for patron membership. First paragraph in document to read: “Patron members see the value of CGPA group therapy, training and facilitation, and would like the association to be sustainable. They support the association remaining affordable and available to all who use groups in their work from all regions of Canada. They have the motivation and the resources to pay a higher fee for their membership.” The board discussed whether to have one patron membership fee or multiple levels. The board also discussed how to provide something in return for this membership given we are not a charity (e.g., recognition as patron member, ability to claim patron membership as business expense). Action: Stephen and Doug to contact Canada Revenue Agency regarding the board’s ideas and bring recommendations back to the board.

2. Sunday evening seminars. Kas reported that 15 people attended his November 1, 2015 seminar. He stated that each seminar scheduled for 2016 has a presenter. Each month will have a seminar except for July, August and November.

3. NTC – Update on preparation for web group training and Softchalk trial. Aida reported that she has been preparing for the Softchalk trial and reviewed the document circulated to the board. Aida stated that she will send the CGPA e-module to Softchalk who will set up an automatic hyperlink to paste to the CGPA website and this should be available November 23. She stated that only one person can be the license user which is currently Aida. She can pass this on to another person but only one person can be

the license holder at a time. She reported that the trial can be extended past the 30 days. She stated that there is no fee, no limit to the number of people who can access the e-module, no log-in or password required. Once people log-in to the CGPA website they would click on the hyperlink to access the e-module. The board provided its support and appreciation for Aida's and the NTC's work on this e-module. Action: The NTC to develop evaluation questions with Softchalk to get feedback on the module.

4. NTC – May ETG. Joan-Dianne reviewed the documents circulated to the board. She reported that Linda Goddard has joined their subgroup that includes Ward and Ken. Recommendations: a) Date: May 7, 2016, b) Location: Toronto, c) leaders to secure their own venue, ideally as close to \$100 as possible, d) leaders and consultant to meet previously developed ETG criteria, e) registration for the ETG will be handled through First Stage. Fees: Kas reported has requested Foundation support for scholarships. Fees for the May ETG will be: \$150 for non-members, \$125 for members, and \$100 for students. There was support from the board to have calls for faculty and consultant to occur simultaneously. Board discussion regarding group safety: Joan-Dianne stated that the Informed consent form for participants and clear promotional material outline the experience is educational not therapy, and calls for faculty indicate they are responsible for the safety of the group. Actions: Joan-Dianne to send draft documents to the MMC to advertise by early December; faculty and consultant call as soon as possible. Motion: Kas moved, seconded by John to support the NTC – May ETG update and recommendations. Carried.

5. Foundation Relations. Kas stated that Patti Gilbertson is the new president of the Foundation, that all Foundation members are currently CGPA members, and the Foundation wants more exposure on our website to generate more donations. Specifically, the Foundation has requested that their logo be placed on our homepage with a link to donate to the Foundation and information on how CGPA members can apply to the Foundation for scholarships and support to attend the AGPA conference. He stated that the Foundation is currently listed on our website in the Resources section, Sponsors section, and in the section where we note our appreciation for support. Clarity for a “donate now” button was encouraged so that viewers know where their donation is going (Foundation or CGPA). Kas reported that the Foundation typically provides funding for four scholarships to attend the CGPA conference and provides funding for the conference speaker. He said he has requested that the Foundation provide financial support for Sunday evening seminars, May ETG scholarships, and the e-module programming. The board provided its support for increased reciprocity between CGPA and the Foundation. Action: Kas to continue to discuss with Patti Gilbertson and bring back items to the board.

Potential agenda items:

- Nominations/Awards Committee update and recommendations
- Internal Memos of Understanding/External Requests working group update and recommendations
- 2016 budget
- MMC – patron level of membership
- MMC – value proposition
- NTC – e-module

Next meeting: Monday, December 14, 2015

BC-2 pm, AB-3 pm, MB-4 pm, ON-5 pm, NS-6 pm; please try to attend five minutes to the hour

Call in:

Local: 1-416-764-8610

Toll free: 1-888-884-4539

Code: 8744408#