



San Diego North County Chapter

California Association of Marriage & Family Therapists

Board of Directors

Shauntis Bussey, LMFT

President
president@sdnc-camft.org

Brandi Nichols, LMFT

President Elect
vicepresident@sdnc-camft.org

Josho Malfavon, LMFT

Secretary
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Sunny Yang, LMFT

Treasurer
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Jaclyn Chung, LMFT

Professional Development
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Jessica Holzer, LMFT

Professional Development
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Joyce DeVera, LMFT

Outreach
outreach@sdnc-camft.org

Ashle Childress, AMFT

Prelicensed Representative
prelicensedrep@sdnc-camft.org

Kathlyne Barnum, LMFT

Immediate Past President
pastpres@sdnc-camft.org

SDNC-CAMFT Board Meeting Agenda

Friday, February 11, 2022

12:00-2:00 pm

Via Zoom:

<https://us06web.zoom.us/j/83514004716?pwd=cktLUkh0eGpEYjJhejZUMDJTcjY5Zz09>

Meeting ID: 835 1400 4716

Passcode: 153237

Opening Reflection/Check in, - **12:00**

Call to order, **Shauntis Bussey - 12:05**

Approve minutes, November 2021, **Shauntis Bussey – 12:05-12:10**

President's Update & Report, **Shauntis Bussey – 12:10- 12:20**

Approve financial reports, November/December 2021, **Sunny Yang – 12:20-12:40**

Priority Items for Voting/Discussion: **12:4-1:30**

1. Review highlights of the CAMFT leadership conference
2. February Chapter Meeting, February 18, 2022
Wrap up and identify action items before next meeting
3. Committee Reports

New/Old Business:

1. Budget (must submit to CAMFT before March 31st)
Wild Apricot Billing
Previous discussions:
 - Direct & Indirect costs on annual budget
 - Legal representation in annual budget
2. Holiday Gathering Scheduled 3-6-2022
 - Details

Adjournment- _____



January Board Meeting
Friday, January 14, 2022
Via ZOOM

Call to Order: 12:04 PM

Roll Call

Present: Brandi Nichols (President Elect), Kathlyne Barnum (Membership), Jessica Holzer (ProDev), Nancy Hashim (Admin), Josho Malfavon (Secretary), Joyce DeVera (Outreach), Ashle Baker (Pre-License)

Approval of November 2021 board meeting minutes

Motion: Josho Malfavon

Second: Kathlyne Barnum

November/December Financial report

- Admin presented financial reports for December in Treasurer's absence
- Categorized December event under speaker fees
- Paid insurance in December
- Could use grant money to pay for insurance and bank fees

Approval of November/December 2021 financial reports

Motion: Joyce DeVera

Second: Jessica Holzer

Director Updates & Reports

President – Brandi Nichols

- No updates

Membership

- 124 active members; 9 renewals and new members
- Numbers are lower than expected
- Creative ways to encourage continued membership
- Jodi and Kathlyne will brainstorm for creative ways to boost membership numbers

Pro Dev

- Attempting to procure professors at universities to present. Maybe providing discounts for students at their universities
- Trying to procure popular presenters
- Trying to diversify our presenters and presentation topics
- Running consultation groups on last Friday of the month

Pre-License

- No updates

Outreach

- No updates

Priority Items for Voting/Discussion

Holiday gathering at Rancho Bernardo Winery. Need to lock in a date for February/March

Taskers

- Voting item for February or March: reserving money from grant for possible legal representation for future in person meetings
- Treasurer or President to submit budget to CAMFT by March 31st

Adjournment: 12:53 PM

SDNC CAMFT

Balance Sheet

As of January 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Bank of America	22,997.07
Paypal	0.00
Total Bank Accounts	\$22,997.07
Total Current Assets	\$22,997.07
Other Assets	
PrePaid Expense	0.00
Prepaid Mtg Room Rental	0.00
Total PrePaid Expense	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$22,997.07
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Refunds Due	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Retained Earnings	18,294.50
Unrestricted Net Assets	5,052.56
Net Income	-349.99
Total Equity	\$22,997.07
TOTAL LIABILITIES AND EQUITY	\$22,997.07

SDNC CAMFT

Profit and Loss

January 2022

	TOTAL
Income	
Billable Expense Income- INS Reimb/CAMFT	750.00
Dues	
Clinical	650.00
Prelicensed	70.00
Total Dues	720.00
Workshop	
Members	10.00
Nonmembers	425.00
Total Workshop	435.00
Total Income	\$1,905.00
GROSS PROFIT	\$1,905.00
Expenses	
Administrative Services	900.00
Bank Fees	36.50
Office Supplies & Equipment	25.00
Total Expenses	\$961.50
NET OPERATING INCOME	\$943.50
NET INCOME	\$943.50

SDNC CAMFT

Profit and Loss by Month

July 2021 - January 2022

	JUL 2021	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	TOTAL
Income								
Billable Expense Income	0.00	0.00	0.00	0.00	0.00	0.00	750.00	\$750.00
Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Clinical	325.00	390.00	520.00	455.00	390.00	585.00	650.00	\$3,315.00
Prelicensed	35.00	0.00	70.00	0.00	35.00	35.00	70.00	\$245.00
Total Dues	360.00	390.00	590.00	455.00	425.00	620.00	720.00	\$3,560.00
Workshop	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Members	0.00	0.00	685.00	660.00	165.00	100.00	10.00	\$1,620.00
Nonmembers	0.00	0.00	600.00	910.00	575.00	100.00	425.00	\$2,610.00
Total Workshop	0.00	0.00	1,285.00	1,570.00	740.00	200.00	435.00	\$4,230.00
Total Income	\$360.00	\$390.00	\$1,875.00	\$2,025.00	\$1,165.00	\$820.00	\$1,905.00	\$8,540.00
GROSS PROFIT	\$360.00	\$390.00	\$1,875.00	\$2,025.00	\$1,165.00	\$820.00	\$1,905.00	\$8,540.00
Expenses								
Administrative Services	900.00	0.00	1,440.00	0.00	900.00	1,800.00	900.00	\$5,940.00
Bank Fees	14.01	12.51	15.28	63.50	75.53	47.36	36.50	\$264.69
Board Meeting Expense	0.00	0.00	0.00	500.00	0.00	0.00	0.00	\$500.00
Filing Fees	0.00	0.00	40.00	0.00	0.00	0.00	0.00	\$40.00
Insurance	0.00	0.00	0.00	0.00	0.00	628.00	0.00	\$628.00
Meeting Refreshments	0.00	0.00	0.00	168.00	0.00	0.00	0.00	\$168.00
Miscellaneous Expenses	0.00	0.00	0.00	0.00	104.30	0.00	0.00	\$104.30
Office Supplies & Equipment	20.00	25.00	25.00	25.00	25.00	25.00	25.00	\$170.00
Speaker Fees & Recognition	0.00	0.00	0.00	25.00	0.00	1,050.00	0.00	\$1,075.00
Total Expenses	\$934.01	\$37.51	\$1,520.28	\$781.50	\$1,104.83	\$3,550.36	\$961.50	\$8,889.99
NET OPERATING INCOME	\$ -574.01	\$352.49	\$354.72	\$1,243.50	\$60.17	\$ -2,730.36	\$943.50	\$ -349.99
NET INCOME	\$ -574.01	\$352.49	\$354.72	\$1,243.50	\$60.17	\$ -2,730.36	\$943.50	\$ -349.99

SDNC CAMFT

Trial Balance

As of January 31, 2022

	DEBIT	CREDIT
Bank of America	22,997.07	0.00
Paypal	0.00	0.00
PrePaid Expense:Prepaid Mtg Room Rental	0.00	0.00
Refunds Due	0.00	0.00
Retained Earnings	0.00	18,294.50
Unrestricted Net Assets-Grant	0.00	5,052.56
Billable Expense Income-CAMFT INS REIMB	0.00	750.00
Dues:Clinical	0.00	3,315.00
Dues:Prelicensed	0.00	245.00
Workshop:Members	0.00	1,620.00
Workshop:Nonmembers	0.00	2,610.00
Administrative Services	5,940.00	0.00
Bank Fees	264.69	0.00
Board Meeting Expense	500.00	0.00
Filing Fees	40.00	0.00
Insurance	628.00	0.00
Meeting Refreshments	168.00	0.00
Miscellaneous Expenses	104.30	0.00
Office Supplies & Equipment	170.00	0.00
Speaker Fees & Recognition	1,075.00	0.00
TOTAL	\$31,887.06	\$31,887.06

SDNC CAMFT
Profit and Loss % of Total Income
July 2021 - January 2022

	Total		Total	
	Jan 2022	% of Income	Jul 2021 - Jan 2022	% of Income
Income				
Billable Expense Income-CAMFT INS REIMB	\$ 750.00	39%	\$ 750.00	9%
Dues				
Clinical	\$ 650.00	34%	\$ 3,315.00	39%
Prelicensed	\$ 70.00	4%	\$ 245.00	3%
Total Dues	\$ 720.00	38%	\$ 3,560.00	42%
Workshop				
Members	\$ 10.00	1%	\$ 1,620.00	19%
Nonmembers	\$ 425.00	22%	\$ 2,610.00	31%
Total Workshop	\$ 435.00	23%	\$ 4,230.00	50%
Total Income	\$ 1,905.00	100%	\$ 8,540.00	100%
Gross Profit	\$ 1,905.00	100%	\$ 8,540.00	100%
Expenses				
Administrative Services	\$ 900.00	47%	\$ 5,940.00	70%
Bank Fees	\$ 36.50	2%	\$ 264.69	3%
Board Meeting Expense			\$ 500.00	6%
Filing Fees			\$ 40.00	0%
Insurance			\$ 628.00	7%
Meeting Refreshments			\$ 168.00	2%
Miscellaneous Expenses			\$ 104.30	1%
Office Supplies & Equipment	\$ 25.00	1%	\$ 170.00	2%
Speaker Fees & Recognition			\$ 1,075.00	13%
Total Expenses	\$ 961.50	50%	\$ 8,889.99	104%
Net Operating Income	\$ 943.50	50%	\$ (349.99)	-4%
Net Income	\$ 943.50	50%	\$ (349.99)	-4%

2021-2022
Draft Budget

	<u>2022 Budget Proposed</u>		
INCOME			
Advertising			
Classifieds	\$	125.00	
Sponsorship	\$	2,000.00	
Total Advertising	\$	2,125.00	
Dues			
Affiliate	\$	400.00	
Clinical	\$	7,600.00	
Prelicensed	\$	1,000.00	
Total Dues	\$	9,000.00	
Miscellaneous	\$	-	
Workshop			
Members	\$	2,845.00	\$4000
Nonmembers	\$	4,450.00	\$6000
Total Workshop	\$	7,295.00	
TOTAL INCOME	\$	18,420.00	
GROSS PROFIT	\$	18,420.00	
EXPENSES			
Administrative Services	\$	10,000.00	
Bank Fees	\$	650.00	
Board Meeting Expense	\$	1,000.00	
CEU App Fees	\$	-	
Dues & subscriptions	\$	200.00	
Electronic Communication	\$	150.00	
Filing Fees	\$	20.00	
Insurance	\$	1,250.00	
Meeting Refreshments	\$	350.00	
Meeting Room Rental	\$	400.00	

2021-2022
Draft Budget

Miscellaneous Expenses	\$	-
Office Supplies & Equipment	\$	240.00
Postage & Shipping	\$	500.00
Speaker Fees & Recognition	\$	500.00
Volunteer Education/Travel	\$	1,500.00
Website	\$	500.00
TOTAL EXPENSES	\$	17,260.00
NET OPERATING INCOME	\$	1,160.00
NET INCOME	\$	1,160.00

2021-22 increased--est
\$190/mo \$2290/yr

February 2022 Board Membership Report



Summary -January 11 through February 10, 2022

Level	Total	Active	Renewal overdue	Lapsed	Pending			New in last	
					New	Renewal	Level change	7 days	30 days
Affiliate Membership	8	8	-	-	-	-	-	-	-
Licensed/Clinical Membership	94	86	3	-	-	8	-	-	1
Licensed/Clinical-EMERITA	1	1	-	-	-	-	-	-	-
Prelicensed Membership	22	17	3	-	-	5	-	-	2
Total	125	112	6	-	-	13	-	-	3

New Members since last report

Member Name User ID Organization Administration	Membership Level Role	Member status Renewal due on	Email Member emailing
Patterson, Jennifer 62264790	Prelicensed Membership Individual	Active Wednesday, January 25, 2023	jpatterson2@alliant.edu Subscribed
Smith, Stacy 61834379	Licensed/Clinical Membership Individual	Active Wednesday, January 11, 2023	stacy@stacysmiththerapy.com Subscribed
Spector, Stacie 61834271	Prelicensed Membership Individual	Active Thursday, January 12, 2023	stacie@spectorconsulting.net Subscribed

****since last Board Report**

Past Membership Information:

2021 Members: 124 Total Member Invoices Paid in 2021

2020 Members: 125 Total Member Invoices Paid in 2020

2019 Members: 164 Total Member Invoices Paid in 2019

2018 Members: 168 Total Member Invoices Paid in 2018