

MCDA Board Meeting

November 16, 2022, 7:00 pm

Virtual via Zoom

Present: Dr. Staci Parker, Natasha Ortiz-Fortier, Rose Howard, Marilyn Maze, Alisa Smedley, Natalie Kauffman, Sujata Ives.

Dr. Parker called the meeting to order at 7:14 pm.

**Introduction and Voting of Board Minutes**

Dr. Parker said that she did not get any agenda requests for this meeting, except from Elle. Since Elle is not present, she asked Natalie to speak about it.

Dr. Parker reminded everyone that there will be no Board meeting in December.

Dr. Parker asked to vote on the minutes from the previous Board meeting. Marilyn made the motion to approve the minutes. Dr. Ives seconded the motion. The minutes were approved unanimously.

**Board Members Reports**

**Legislature – Natalie Kauffman**

Natalie said that Elle proposed a few great ideas:

1. Propose a career coaching program for low-income residents to the Maryland Legislature Governor’s Office following the DC model.
2. Propose a career coaching program to low-income residents specifically to the Baltimore Mayor following the DC model.
3. Work with NCDA to auto send a MCDA introductory email with a membership link to MD and DC based NCDA members.
4. Create an agreement with Virginia regarding DC coverage.

Dr. Parker said that she has not been successful with connecting with Virginia.

Natalie said she received a message from the current Virginia President, who said she is very busy, but she will get in touch soon. Dr. Parker asked Natalie to continue the dialogue to hopefully develop a partnership as we did with Pennsylvania. This can be in addition to the agreement regarding DC coverage.

* + Dr. Parker will send a signed copy of the PACA agreement to Natalie.

**Website – Marilyn Maze**

Marilyn asked about formatting an email Dr. Parker wants sent out. Dr. Parker said she will talk about it offline.

**Secretary – Viktoriya Selden**

Viktoriya did not have any updates.

**Membership – Alisa Smedley**

Alisa listed a 4-part strategy:

1. *Reengage* past members through phone calls and emails
2. *Reconnect* with current members
3. *Recruit* new members through statewide presence. Possibly have county ambassadors. Also, an ambassador program to onboard new members.
	1. If anyone is interested, please let Alisa know.
4. *Reskill* – new ideas for webinars and training

Natalie provided a suggestion based on her experience as a co-chair of membership for Asia Pacific Career Development Association: every other month they do a new member orientation, which has been very helpful. Also, every other month they reach out to potential members and invite them to join.

* Dr. Parker supported the ideas and encouraged Natalie and others to share these ideas with Alisa directly.
* Natalie also suggested that the Board members volunteer to help.

**Continuing Education – Rose Howard**

Rose did not have any updates.

Dr. Parker noted that Kimberly resigned from Programming. Dr. Parker does not have a full understanding of what she was doing in her role.

Dr. Parker noted that it would be helpful to include the specifics of everyone’s roles in the upcoming agenda.

**Public Relations – Dr. Sujta Ives**

Dr. Ives wrote a press release based on Mayor Bowser’s announcement that November is a Career Development Month. Maryland was accepting of that statement. She has not sent it out yet because she is still learning Wild Apricot. She hopes to send it soon.

We received an article from Dr. Gasser and Ms. Wagner on social justice. Dr. Ives read the article and wrote a summary. She is working on figuring out how to distribute it.

Dr. Ives would like to initiate another press release on loan forgiveness.

Dr. Parker encouraged Dr. Ives to do an e-blast with Marilyn’s help.

**President – Dr. Staci Parker**

Dr. Parker listed the dates for the Board meetings for the remainder of the term:

*Next Board Meetings:*

January 18: 6-8 pm

February 15: 7-8 pm

March 15: 7-8 pm

April 19: 7-8 pm

May 17: 7-8 pm

June 21: 7-8 pm

Dr. Parker encouraged everyone to come to the January meeting to create our agenda for the remainder of the term.

Dr. Parker said that Dr. Ives has agreed to take on the role of President Elect in addition to public relations. This is great news because we do not currently have a president elect. Therefore, she formally nominated and made a motion for Dr. Ives to become President Elect. Natalie seconded the motion. Motion passed unanimously.

**Dr. Ives became the President Elect of MCDA!**

Natalie mentioned that she read in NCDA Career Convergence that NCDA recently engaged two Canadian career development associations and made this career development month even more full by forming the North American Career Development Coalition. This may be a great link to include in Dr. Ives’ email blasts.

Dr. Parker encouraged the chairs to recruit members for their committees.

* Natalie suggested putting some information in the e-blasts that Dr. Ives sends out.
* Dr. Parker said we can create an e-blast with a summary of each committee and encourage members to join.
* Dr. Ives suggested sending out a short survey to ask the members what committees they may be interested in.
	+ Alisa has been planning to develop some surveys.

Dr. Ives said it may be helpful to bring back the newsletter instead of sending out many emails. She can take the lead and work with Alisa to make it the most effective.

Dr. Parker noted that she sent everyone a link to the new website in progress with a tutorial video. The survey Alisa plans to send out is aligned with the new website.

* Dr. Parker hopes that the new website will be completed by the next Board meeting.

Natalie moved to adjourn; Dr. Ives seconded it. Meeting was adjourned.

Minutes taken by Viktoriya Selden, MCDA Secretary

The meeting is available at <https://us06web.zoom.us/rec/share/pSADuo1JmncQPRQzRTGjahn5JXbIPTdBfVnITPW7L9tLk9U9OBFNrMHhc_4d6srI.gZYBZUp8ZEB5iwLJ>

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