



Maryland Career Development Association

MCDA April 2013 Board Meeting (Officers & Committee Chairs)

Date: April 9, 2013

Location: Officers Only Conference Call

Meeting Called By: President Paula Brand

Minutes Prepared By: Secretary Shauna C. Bryce

Attendees:

- President and Conference Chair Paula Brand
- President Elect and Programming Chair Berri Wells
- Treasurer Maria Schaeffer
- Secretary Shauna C. Bryce
- Immediate Past-President and Nominations Committee Chair Lakeisha Mathews

Guests: None

- *Reminder: All MCDA members are welcome to attend meetings of the full MCDA board.

Meeting Called To Order: 7:30 pm

Announcements: By Paula

- No announcements.

Old Business: Led by Paula

- March minutes were approved and have been posted on the MCDA website.
- Paula reminds all board members to read the minutes from the previous meetings. Minutes are circulated to Officers and Committee Chairs via email and also posted on the MCDA website.

New Business: Reports by Officers

- **President Paula Brand**
 - Twitter: The handle @mdcareers is already taken. Paula will look into who has the account to see if there's a possibility of us getting the handle. Otherwise, we'll just leave the handle as is.
 - Alicia Fales of Baltimore County Public Schools: She has asked MCDA to apply to become an approved vendor with BCPS to make it easier for BCPS to send employees to events. We'll look at the application process and requirements.
 - MCDA Conference: Attendance is currently at 88. We're going to send out another reminder. Also board members will not enter the raffle. Raymond asked about the possibility videotaping of conference and has obtained a bid for \$1000. MCDA has a form for requesting permission. The board decided to explore the costs and benefits of videotaping, and to consider videotaping future conferences as part of the overall strategic planning.
 - Leadership Roster: Paula and Shauna will be updating the roster this week.

- Website Changes: Marilyn has been traveling, so Paula will follow up with her when she returns. We thank Marilyn for making necessary changes to the website while in Korea. Paula will touch base with her upon her return to touch base about changes that are needed but not urgent.
- Strategic Planning & Planning Committee: Paula suggests setting up a strategic planning committee with both MCDA leadership and members involved to help set long-term goals and to accomplish them, as well as to build continuity.
- **President-Elect and Programming Chair Berri Wells**
 - Our next Third Thursday event will be April 18, at our conference. May will be the last Third Thursday event of the programming year and will be in northern Baltimore. Berri is investigating locations. Berri is also scouting locations for the next programming year.
 - Berri would like to do something for first-time conference attendees, and will be discussing options with the Programming Committee at their meeting this Thursday.
 - The DISC event is scheduled for May 21 in Ft. Washington, where space has been donated for use by a recently joined member. Berri will be the presenter of this event. The event will also be publicized at the MCDA conference.
 - The next Board meeting will be June 22 rather than May 19.
- **Secretary Shauna C. Bryce**
 - The March board meeting minutes were approved. Marilyn posted the minutes.
 - Paula and Shauna will update the leadership roster and then circulate it to the board.
- **Treasurer (Registrar and General E-mail Monitor) Maria Schaeffer**
 - (See conference updates above)
- **Past-President and Nominations:** Lakeisha, Paula, and Berri are continuing to develop the slate of candidates. Ballots should go out April 27, closing May 22. Committee chair positions and other volunteer opportunities will be prominently promoted.

Meeting Adjourned: 8:30 pm

REMINDER: The next Board (Officers and Committee Chairs) meeting will be June 22 in Arnold Station.