Maryland Career Development Association

MCDA Board Meeting via Zoom
September 10, 2021 – 11:00 a.m. -12: 15 p.m.

<u>Agenda</u>

- Approval of MCDA Board Meeting Minutes (All) - *please review prior to the meeting*

- Updates (Natasha)
    - MCDA Conference/Member Survey
    - MCDA Program_Empowered Entrepreneurs Training Proposal (Ronda/Sheri)
    - Meeting of the Minds _ Collaborations (Tessa)

- Committee Chair Updates:
    - Budget/Finance (Maria)
        - Past 18 months no financial statements
        - Appox. 10k based on Maria's record
            - (MCDA has outstanding bills MCA and Credit card changes)
        - Maria spoke with Cathie about the problem
        - MCA still looking for an account firm
        - Maria has no way of knowing MCDA accurate cashflow due to accounting
        - Proposed changing address to Cathie's office, who would manage depositing our cashflow
        - Latara and Maria will continue to address the issue
        - Maria also requested an audit when the new firm is hired by MCA

    - Wild Apricot Training/Website (Marilyn)
        - Needs a volunteer to go thru photos for the MCDA Website
        - Maria volunteered to assist Marilyn

    - Programming (Kimberly)
        - Access denied MCDA website/drive
        - Marilyn and Kimberly will coordinate to resolve the issue
        - Oct 20-L. Brown (preparing students to enter the workforce)
        - Sept-Teddy

        - Dec-Karol will facilitate her program virtually.
        - Tessa- to upload her presentation proposal for consideration

    - National Career Development Month_November 2021 (Latara)
        - Black Women for Positive Change (speaker series/career series)
        - Supporting jobseekers (outreach to members)
        - October 23 event _will send out email to the group
        - Karol provided a link for NCDA's guidance on Career Development Month https://www.ncda.org/aws/NCDA/pt/sp/ncdmonth

    - PR & Membership Drive (Jennifer & Dennis)
        - Working on polling/survey past/present members
        - Marilyn will work with Dennis
            - Expired Membership/what happens
            - New members/what happens

    - Advocacy update (Natalie)
        - Weekly updates the page on our website
        - Paula/Natalie will coordinate awards and will serve as committee
        -
    - MCA & Newsletter (Karol)
        - Currently no newsletter or editor
        - In the interim, Maria suggested sending a president's message or email to the membership/contacts every 8 weeks
        - Template set-up in wild apricot (Marilyn)

Announcements / Adjourn

Next Meeting:
Friday, October 8 _MCDA Virtual Conference Committee Meeting (elected board members are the base of the committee, however, all are welcome to join).
-email Natasha if you're interested in joining the conference committee
Friday, November 12, 2021_MCDA Board Meeting 11:00 a.m.-12:15 p.m.
Thursday, December 16 Happy Hour/Meet the Board TBD