



**Section on Clinical Psychology
La Section de la psychologie clinique**

Executive Committee Fall Teleconference 2014

Friday September 19, 2014

9:00-11:00 (Mountain); 11:00-1:00 (EST); 12:00-2:00 (Atlantic)

Attendees: Jennifer Garinger, Martin Drapeau, Lachlan McWilliams, Al-Noor Mawani, Skye Fitzpatrick & Sheryl Green

- 1. Approval of Agenda** (Skye move, Martin second)
- 2. Approval of Meeting Notes**
 - July 4, 2014 Executive Committee Post ABM Teleconference Meeting Minutes (Lachlan move, Jennifer second)
- 3. List Serve Usage (Al-Noor, All)**
 - Al-Noor explained that the process we currently have in place with the list serve is one that is unidirectional. We have to decide if we want to receive incoming information in addition to sending information out. Jennifer mentioned that according to the survey, members appear to be in favor of a bi-directional list serve. A discussion took place as to what type of information we would want to receive and whether we would need to endorse this information as a clinical executive or provide a disclaimer (e.g., products, workshops, profit or not for profit, job advertisements). Time was considered namely, the potential to get bombarded emails and requests and if so, to consider sending a collection of information from members once a month so that it is a monthly summary of section announcements. Martin mentioned that this information sent from members could potentially first be forwarded to the admin person of CPA. Al-Noor indicated that he started drafting a policy on this and will disseminate to executive to review. He also mentioned that we would need to know whether CPA would approve a bi-directional list serve so he has started to look into this and is awaiting an answer from them. A question of whether we would want to have a discussion board instead of using the list serve for posting information to others.
- 4. Results from Survey of Membership (All)**
 - Discussion took place about executive's impressions of results of the survey. Martin stated that what stood out for him is the need for website to have more information on it and for it to be more interactive and have more resources. Changes in this regard have already started in the past year. Discussion that the website could be an area where people are more engaged, so possibly try to make it more consumer friendly with more resources. Jennifer asked that leading up to the mid-winter meeting each

executive member consider information to be important in terms of content and changes. After decisions are made in January as to what content we want on the website, Jennifer stated that she will look into the bylaws to see whether the changes are possible as well as take it to CPA. Martin indicated that he would look at insurance issues to determine what we are covered for. There was agreement that website should be primarily for the members and should start to adjust it to be member oriented.

- There was a discussion about our image as a clinical section and that we may not stand out as much as we would like according to responses from the survey. Some suggestions were offered including possibly being more prominent at the convention—more of a profile at the convention (e.g., at speakers presentations and events, sending an email to highlight clinical talks to members before the convention).
- According to the survey, there were no clear preferences with logos. It would be helpful to discuss further ways in which we can try to distinguish ourselves as a clinical section.
- Jennifer stated that she will comment on a few key survey results in the fall newsletter but we may want to have a more formal document to be put on the website in spring with this and what the priorities will be as a section.

5. Membership and Financial Report (Sheryl)

- Total membership as of September 2014: 1206 (405 = student members)
- Total assets as September 2014: \$27, 770.36
 - Chequing balance: \$17, 770.36
 - New GIC 5-year stepper value: \$10, 000. Details: Year 1 = 1.1%, Year 2 = 1.15%, Year 3 = 1.4%, Year 4 = 2.0%, Year 5 = 5.0% (Effective Annual Yield = 2.1%) with the option to cash out without penalty on the anniversary (March 24) of each year.
- Sheryl to confirm the deposit of monies from the pre-convention workshop into our account.

6. Banking Circumstance (Sheryl)

- Sheryl received confirmation that a new bank account for the clinical section had been opened within Scotia Bank to conform with the centralized banking approach CPA is taking. All CPA section bank accounts are now being managed through Scotia Bank. The Toronto Dominion Bank account, where the clinical section currently has all its monies, will transfer all funds to the new Scotia Bank account. There is one outstanding cheque that has not been deposited that Sheryl will follow up with. Once that cheque clears, this account will be closed by Sheryl. The GIC will remain with Toronto Dominion Bank, however.

7. Planning for CPA Convention (All)

A discussion was had about potential topics and speakers for next year's annual convention in Ottawa. Jennifer to invite speakers discussed.

8. Mid-Winter 2015 Meeting (Jennifer)

- The executive's mid-winter meeting was tentatively scheduled for Saturday January 17, 2015 in Toronto. Skye confirmed that Ryerson University has graciously agreed to allow the executive to use their space to meet. Executive members to confirm their availability for that date.

9. Follow up on 2014 Expenses (Martin)

- Martin has reported on an incorrect invoice received from CPA for expenses related to the executive's post-ABM reception. Martin has asked CPA to correct this.

10. Adjournment (Lachlan move, Martin second)