

BCATA Annual General Meeting 2020

Date: June 27th, 2020

Start Time: 12:00

Close Time: 13:00

Minutes recorded by: Cari Randa (Recording Secretary)

Attendees

Executive

<i>Position</i>	<i>Name</i>	<i>Present/Absent</i>
President	Craig Lee	Present
Vice-President	Shivani Agarwal	Present
Recording Sec.	Cari Randa	Present
Treasurer	Joni Vonkeman	Present
Corresponding Sec.	Ellie Madeley	Present
Membership Chair	Heather Hassenbein	Present
	•committee member Margaret Jones-Callahan	
	•committee member Lesley Clarke	

Appointed Committee Chairs

Ethics chair	Demill Keevil	Regrets
	•committee member Rose Clarke	
	*committee member Sophia Schneider	
Social Media	Position Vacant	
Events Chair	Sabrina Yau	Present
FACT-BC Rep	Michelle Oucharek-Deo	Present
	•committee member (CATA) Christine Lummis	
Student Reps		
	•VATI Position Vacant	
	•Adler Violet Chen	Present
	•KATI Jessica Day	Present
	•St. Stephens Position Vacant	
CATA/OATA/BCATA	Craig Lee	

Agenda:

1. Welcome and Introductions
2. Review and accept AGM 2018-2019 Minutes.
3. Review and accept AGM 2018-2019 Board Reports.
4. AGM 2019-2020 Board Reports.
5. Website Update.
6. Membership Platform Discussion.

7. 2020 Conference Discussion.
8. Announcements & Reminders.
9. New Business.

Agenda accepted by: .

1. Welcome and Introductions

Total members in attendance (including Executive): #

Welcome, Craig (President/meeting chair): Walked through a few points around using Zoom, chatting, voting, raising hand/question, etc. Review re: changes with organization re: membership feedback and ongoing involvement.

Quorum: 10% of membership required to meet quorum, equating to a minimum of 21 people based on current membership total of 206.

2. Review and accept AGM 2018-2019 Minutes.

No questions or amendments.

Accepted by:

3. Review and accept AGM 2018-2019 Board Reports.

No questions/comments/discussion.

Move to accept:

Move to file:

4. Annual Board Reports 2018-2019

President

Craig Lee, MCP:AT, RCC

I wish to first thank both our membership and the current Executive for all the support during my first year of Presidency. The 2019-2020 year has brought unimaginable challenges to both the art therapy profession and the personal lives of all our membership. I want to send appreciations to our members in collaborating and adapting to these uncertain times, as together we will overcome this.

One aspect of my role this year has been to lead and support the new Executive. As a member on the Board since 2015, both as a Student Representative and as Membership Chair, I was able to provide guidance and knowledge to allow the Board to achieve their individual roles. I believe this has been a success.

My goal during 2019-2020 was to launch the new BCATA website that was approved during the 2018-2019 AGM. This goal was unfortunately not realized and was delayed due to the COVID-19 pandemic. The website is nearing completion, and the Board is intending to launch this after the completion of the 2019-2020 membership renewal season in the summer of 2020.

Another focus of my time was responding to the COVID-19 pandemic. For example, providing accommodations to our membership during renewal season, and providing recommendations for treatment. This will remain a focus for the duration of this pandemic.

I look forward to leading during the 2020-2021 year, and I am hopeful for change.

Respectfully submitted,

Craig Lee, MCP:AT, RCC

Vice President

Shivani Agarwal, RCC CCC MCPAT

For the past year, I have had the assigned task of supporting and maintaining close communication with the President as necessary to prepare for and be a part of monthly and annual meetings.

As Vice president, my role is less defined than that of some of the other officers on the board so that support can be given in a variety of ways.

Notably, I have sought to help fill other committee positions like Student Representatives by personally reaching out to other members of the association and faculty of eligible Art Therapy Institutions in BC like VATI, KATI, St Stephens and Adler University. I have also tried to promote collaboration with new member schools like The Canadian International Institute of Art CIIAT, Winnipeg Holistic Expressive Arts Therapy Institute WHEAT, and helped create incentives for student representatives of the BCATA towards their professional membership to encourage participation.

I have assisted the President in researching and determining eligibility of potential Art Therapy programs offered by other institutions towards professional membership of graduates.

I have also volunteered to help digitally promote and assist the Social Media team leading up to conferences and events.

I have assisted in urgent communication and notification to the President regarding upkeep of the website and been available to support the President in related matters.

The monthly Agendas and Minutes need to be maintained in a clear and accessible way, I have contributed to meetings by email or in person on the issues under discussion.

I want to thank the board for their hard work and all the members for their continued support towards propagating and upkeeping the profession of art therapy in British Columbia.

Respectfully,

Shivani Agarwal, RCC CCC MCPAT

Recording Secretary

Caralyn Randa, BA, DVATI

The duties of the Recording Secretary are to issue notices for and to take the minutes of monthly meetings, and to keep the records of the Association. These digital records are kept in secure online storage using the platform, Sync.

Creating documents such as board, committee member, and student representative contact information and updating any useful templates such as a yearly meeting schedule were helpful organizational tools. This position offered the opportunity to support other board members and committee members with tasks or functions. In 2020, this took the form of helping with AGM planning as well as logistics and research for the BCATA conference in the Fall.

Thank you to all the Board members with whom I have served over the last year.

Respectfully submitted,

Caralyn Randa, BA, DVATI

Corresponding Secretary Board Report

Ellie (Eleanor) Madeley, BA, DKATI

Much of the responsibility of the Corresponding Secretary is to respond to phone calls and emails, and then to redirect information to the corresponding board members and administration.

In June of 2019 the British Columbia Art Therapy Association account was renewed with BCEid and the annual report was filed. Voicemails and e-mails were checked weekly and re-directed to relevant Board members. Plans to organize an eco-art therapy day in the interior were suggested for September of 2020.

Many of the inquiries were:

interest in art therapy as a profession and school options in BC,
organizations looking for volunteers or employees,
technical difficulties with the BCATA website,
advertising inquiries for workshops, and
membership inquiries.

As the Corresponding Secretary I have had the opportunity to learn about what is happening with the art therapy community in British Columbia. I am inspired by our board and membership with their dedication for our profession.

I wish the new corresponding secretary well and will try to assist them in the transition period.

Respectfully,
Ellie Madeley, BA, DKATI

Membership Chair
Heather Hassenbein, MPC:AT, RCC

For the 2019-2020 membership year, I joined the board as Membership Chair. Thank you to Craig Lee, previous Membership Chair, for the support in taking over this role. My main responsibilities as Membership Chair have included responding to emails inquiring about membership, processing new and existing members, maintaining membership files, and attending monthly board meetings.

The membership numbers for the 2019-2020 year were as follows:

Registered: 72
Professional: 71
Students: 49
Associate: 1
Honorary Life: 5
Retired: 4
LOA: 4
Total: 206

Our association has seen a significant increase in membership total from last year's 180 members. The board would like to congratulate our upgraded members and offer a warm welcome for our new members:

Registered Members

Leanne Bird
Angela Herd
Cassandra Evans
Marlaina Jaques
Caroline Buttery
Mary Stanwood

Professional Members

Morgan Reinsbakken
Gabriella Bath
Keith Thurlow-Bishop
Faith Louis-Adams
Debbie Douez
Ruth Andrews

Carmen Ho
Emily Piper
Kathryn White
Da Eun Chung
Laura Barnes
Yasaman Madanikia
Cari Randa
Yen Hui Chiang
Eleanor Madeley
Camilia Manchur
Susy Baranszky-Job
Michelle McElroy
Jade Fletcher
Martine Bedard

I am grateful to be a part of this board and wish to thank the BCATA Board and Members for their support, patience, and kindness shown to me thus far. I look forward to supporting everyone in the following year as your Membership Chair.

Respectfully submitted,
Heather Hassenbein, MCP:AT, RCC

Treasurer
Joni Vonkeman, DVATI

Annual Treasurer's Report Fiscal Period May 1, 2019 to April 30, 2020

Income

Bank Interest 21.95 Late/ Administrative Charges 820.00
Membership Fees 8,270.00 Registration Fees 150.00 Total Income 9,261.95

Expense Administrative Assistant 5,103.00 Administrative Expenses 155.51 AGM &
Conference 2018 192.00 Bank Service Charges 168.37 Corresponding Secretary 202.10 Dues
and Subscriptions 120.00 Insurance 810.00 Mailbox Rental 277.20 Membership Chair 31.68
President 14.40 Registration Chair 204.51 Task Force of the College of Counsellors 2,368.00
Telephone 224.23 Website Fees 3,218.31 Total Expense 13,089.31 Net Income (3,827.36)

Ethics Chair
Demill Keevil BFA, MCP:AT, RCC, CCC, Professional Art Therapist

First of all, I'd like to thank Rose Clarke and Sophia Schneider for continuing to serve on the Ethics Committee. I'd also like to thank Craig Lee for stepping in to attend an Ethics Meeting when one of our committee members was unavailable.

I am glad to report that this has been another mostly uneventful year in terms of Ethics concerns and complaints. I did, however, receive two informal complaints this year from former clients of BCATA members. These concerns have not resulted in any formal complaints being filed at this point, and I am trying to solve these matters informally with assistance from the Ethics Committee.

My duties over the past year have consisted primarily of checking the Ethics email address regularly, addressing concerns/complaints as they are received (with help from the Ethics Committee as needed), and either attending monthly Board meetings or emailing in a monthly report if I am unable to attend. No changes were made to the BCATA's Code of Ethics this year.

I continue to enjoy serving as the BCATA's Ethics Chair, and I appreciate the opportunity to contribute.

Respectfully submitted,
Demill Keevil BFA, MCP:AT, RCC, CCC, Professional Art Therapist

5. Website Updates

6. Membership Platform Discussion.

7. 2020 Conference Discussion.

- a. Interest in Conference/Online Event
- b. Skill development, open studio, experiential components.

8. Announcements & Reminders

- a. **Insurance:** you must renew your BCATA membership first, then renew insurance, as must be in good standing with the association.
- b. **Election Schedule:** No election this year, but will need to transition to 3 in 3 out alternating.

9. New Business

- a. Next board meeting will be the second Tuesday in July: July 14th.

Meeting Adjourned: 13:00 pm.