

APGA BOARD OF DIRECTORS MEETING

Action Minutes

April 5 and 6, 1974

Call to Order

The meeting was called to order at 1:18 p.m., April 5, 1974, at the Rivergate Convention Center, New Orleans, Louisiana. All members of the Board of Directors were present for all or part of the sessions. Bruce Shertzer, President, presided at all sessions.

74-2 - Agenda, Approval of

Moved and seconded that: The Board of Directors votes to adopt the agenda as presented. Motion passed.

Moved and seconded that: The Board of Directors moves to approve the 1974 Senate Agenda. Motion passed.

74-3 - Minutes of Last Meeting

Moved and seconded that: The Minutes from the December 6-8, 1973 Board of Directors meeting be approved as presented with the amendment to add under topic 73-29 the statement that Frank Coleman be the Board of Directors member authorized to explore Las Vegas as a convention possibility for 1979. Motion passed.

74-4 - President's Report

Moved and seconded that: The Board of Directors votes to accept the President's Report. Motion passed.

74-5 - Treasurer's Report

Moved and seconded that: The Board of Directors votes to accept the Treasurer's Report. Motion passed.

74-6 - Executive Director's Report

Moved and seconded that: The Board of Directors votes to accept the Executive Director's Report. Motion passed.

74-7 - Division Presidents' Reports

Attention was called to written reports from Divisions. Brief oral reports were given by the Division Presidents. No action was required on these. Those submitted are on file at headquarters.

74-8 - State Branch Reports

Attention was called to written reports from State Branches. No action was required on this topic. Those submitted are on file at headquarters.

74-9 - New Orleans Convention Report

A report on the Convention was presented by Convention Coordinator, Dr. Laura-beth Hicks. Moved and seconded that: The Board of Directors votes to accept the New Orleans Convention Report. Motion passed.

Moved and seconded that: The Board of Directors moves to commend the Convention Committee for the New Orleans Convention for a good convention. Motion passed.

74-10 - Membership Committee

This report was presented for information only and no action was required. Total APGA membership on March 1, 1974 was 34,463.

Moved and seconded that: The Membership Workshop with the purposes as stated in the Membership Committee report be continued. Motion passed.

74-11 - By-Laws Committee

The recommendations to the By-Laws Committee from the December 1973 Board of Directors meeting were reviewed. No further action was required at this time.

74-12 - Nominations and Elections Board

Moved and seconded that: The election ballot include the words "invalid if not returned in the enclosed envelope addressed to (CPA's address)" (or similar words). Motion passed. It was also recommended that similar language be used in the cover letter to reinforce this idea and also that the final election report include an accounting of the number of ballots invalidated because they are inappropriately returned.

74-13 - Resolutions Committee

Moved and seconded that: The Board of Directors votes to accept the Report of the Resolutions Committee. Motion passed. Resolutions are acted upon by the Senate and appropriately recorded in those minutes.

74-14 - Government Relations Committee

Moved and seconded that: The APGA Board of Directors votes to support Government Relations Committee's proposal and recommends funding up to but not to exceed \$23,250.00 to be taken from Schedule A of the 1974-75 APGA Budget. Motion passed.

74-15 - State Branch Leadership Development Task Force

It was noted that this is a newly appointed Task Force, which has not yet had an opportunity to begin its work. Consequently, no action from the Board of Directors is needed.

74-16 - Human Rights Commission

Moved and seconded that: The Board of Directors votes to accept the report of the Human Rights Commission. Motion passed.

Moved and seconded that: The Human Rights Commission be funded for next year at the 1973-74 level of \$2,500 to be taken from Schedule A, APGA Budget. Motion passed.

74-17 - Model Confidentiality Law for School Counselors, Committee on

Moved and seconded that: The Board of Directors votes to accept the report of the Committee on a Model Confidentiality Law for School Counselors. Motion passed.

Moved and seconded that: The Board of Directors votes to recommend the development of a model bill (or bills) which is broader based to include counselors in settings in addition to schools and reconstitute the committee to reflect counseling in other settings. Additionally, to recommend that the committee work with the Government Relations Committee to develop a package including rationale for privileged communication, model bill, samples of bills which have been enacted. Further, that the President be authorized to appoint additional committee members and request a report back to the July 1974 Board of Directors meeting. Motion passed.

74-18 - Business Affairs Committee

No report was received from this Committee. In an advisory comment, it was recommended that consideration be given to the appointment of the Board of Directors Finance Subcommittee members to be the Business Affairs Committee in the future.

74-19 - Dues Structure for APGA, Ad Hoc Committee to Study Unified

This Committee has just been appointed. There are no recommendations at this time and no action is required.

74-20 - Convention Planning, Structure and Costs; Committee to Examine

This Committee has just been appointed. There is no report at this time and no action required.

74-21 - Insurance Trust, APGA

Attention was called to the written report of the Insurance Trust. No action was required by the Board of Directors.

74-22 - Press Advisory Board, APGA

Moved and seconded that: The Board of Directors endorse the following report of the Press Advisory Board: The Press Advisory Board proposes that the format of the Personnel and Guidance Journal be changed so that the Journal be rendered in an 8-1/2" x 11" size with graphic embellishment appropriate to its content. This proposal implies no change in current editorial prerogatives and procedures; and the Press Advisory Board proposes the creation of a Quarterly journal of research and scholarship to be offered on a subscription basis. Motion passed.

Moved and seconded that: The Board of Directors instruct the President to appoint a committee (including representation from the Press Advisory Board, the Personnel and Guidance Journal Editorial Board, and the Board of Directors) charged with the responsibility to develop guidelines governing the relationship between the Board of Directors and the Press Advisory Board. Motion passed.

Moved and seconded that: The Board of Directors instruct the Press Advisory Board to develop recommendations regarding the format and editorial policy of the new quarterly of research and scholarship. Motion passed.

74-23 - Board of Journal Editors

Attention was called to the written report from this Board. No action was required on this topic.

74-24 - Ethical Standards Complaint Review Committee

Attention was called to the report from the Committee. No action by the Board of Directors was required.

74-25 - Professional Awards Committee

Moved and seconded that: The Committee on Professional Awards be authorized to develop criteria for an annual Distinguished Professional Service Award.

Motion passed.

74-26 - Ethical Standards Revision Committee

Moved and seconded that: The Board of Directors recommends the submission of these revised Ethical Standards as presented to the Senate with the endorsement of the Board of Directors. Upon approval by the Senate, the Ethical Standards will be submitted to the membership by mail for approval. Motion passed.

74-27 - Ethical Casebook Revision Committee

Attention was called to the report from the Committee. No action was required at this time.

74-28 - Women, Commission for

The report from the Commission for Women was received during convention and distributed to Board of Directors members during their Subcommittee work session. No action was taken.

74-29 - Peace Commission

There was no report from this Commission, and therefore no Board of Directors action was indicated.

74-30 - Professional Preparation and Standards Commission

Attention was called to the written report of the Commission's activities and future plans. No Board of Directors action was required.

74-31 - Military Recruitment and Training Program Practices and Policies, Task Force to Examine

Moved and seconded that: The Board of Directors commend the President for his responsiveness to the situation. Motion passed. (The situation referred to was the military involvement in connection with the 1974 Convention and reaction of some members to this involvement.)

Moved and seconded that: The Board of Directors acknowledges the receipt of the report of the Task Force to Examine Military Recruitment and Training Program Practices and Policies. Motion passed.

Moved and seconded that: The Board of Directors moves to refer the report of the Task Force to Examine Military Recruitment and Training Program Practices and Policies to ASCA, ACPA, NVGA, ANWC, and AMEG for specific action. Motion passed.

Moved and seconded that: The President and Executive Director communicate with the Convention Newsletter editor, Convention Public Relations Chairperson, and Guidepost editor to encourage communication in these media indicating a balance between military participation and the participation of other agencies and our interest in information regarding military careers and concern about military recruiting practices. Motion passed.

74-32 - International Comparative Counseling Committee

Moved and seconded that: The request for official recognition of the International Comparative Counseling Committee's proposed newsletter be referred to the APGA Press Advisory Board for consideration. Motion passed.

Moved and seconded that: The International Comparative Counseling Committee prepare an extended report on its International Clearing House for Comparative Counseling and Guidance and present this report to the Board of Directors at its July 1974 meeting. The report should include a discussion of the Committee's attempts to coordinate its activities with other official APGA groups which have initiated activities in the area of comparative counseling. Motion passed.

74-33 - Middle Aged and Older Americans, Committee for Counseling

Attention was called to the written report from this Committee. No Board of Directors action was required.

74-34 - Standardized Testing and Evaluation of Potential Among Minority Group Members, Committee on

Moved and seconded that: The Board of Directors recommend that each APGA President consider the maintenance of continuity in the membership of the Committee on Standardized Testing and Evaluation of Potential Among Minority Group Members in making appointments. Motion passed.

Moved and seconded that: The Board of Directors request the Committee on Standardized Testing and Evaluation of Potential Among Minority Group Members to submit rationale for the change in the Committee's name and that the Committee develop specific procedures and rationale in support of its recommendations regarding sanctions and regulatory controls. Motion passed.

74-35 - Position Papers, Progress Reports on

Moved and seconded that: The Board of Directors commend the President for the initiation of position papers and recommend that he authorize the development of critiques by three APGA members and a headquarters staff member on the four position papers which are in hand. The President is requested to also solicit reactions from Divisions and Regions. Critiques and reactions from governing bodies should be submitted to the APGA Board of Directors for consideration at the December 1974 meeting. Motion passed.

74-36 - Branch Region Reports

A brief report was presented to the Board of Directors by representatives from each of the four Branch Regions. No action was required on this subject.

74-37 - Divisions, Report on Potential New

Moved and seconded that: The Board of Directors directs the President to appoint a committee to study all the ramifications of adding new Divisions and the procedures and criteria by which new Divisions come into existence, and that until that Committee reports its recommendations to the Board, no decisions be made on the addition of new Divisions; further, that this Committee shall make its recommendations at the July 1974 Board of Directors meeting. Motion passed.

74-38 - Membership Applications, Emeritus

Moved and seconded that: The Board of Directors votes to approve for Emeritus Membership all those persons on the list submitted, pending action by the appropriate Divisional Boards to approve these persons. (The names submitted were: Lois Gould Bream (NVGA); Delano Bender (NVGA); Ross W. Matteson (NVGA); Ralph B. Kenney (NVGA); Alice S. Gordon (NVGA); Charles S. Runyan (NVGA); Hendrik D. Mugaas (NVGA); Conrad W. Snyder (NVGA); Ralph W. Watt (NVGA); Raylah B. Krevere (SPA TE); Nora Jenkins (ACPA); Aileen Poole (ACPA); Dewey B. Stuit (ACPA); Worth R. Jones (ACES); Mildred B. Littman (ASCA); Bro. Lawrence Pourier (ASCA); and Lawrence J. Lennon (AMEG). Motion passed. This motion means that if the appropriate Divisions approve these persons for Emeritus Membership, they will then become Emeritus Members with no further action by the APGA Board of Directors.

74-39 - Interaction Agreements With Other Groups, Policy on

Moved and seconded that: The Board of Directors votes to adopt the Policy on APGA Interaction Agreements with other Groups as presented. Motion passed. (Copies of the Policy, as adopted, are on file in APGA Headquarters.)

74-40 - Counselor Development Workshops, Policy on

Moved and seconded that: The Board of Directors votes to adopt the Policy on Counselor Development Workshops as presented, with the several minor changes suggested by the Board Subcommittee on Governance. Motion passed. (Copies of the Policy, as adopted, are on file in APGA Headquarters.)

Moved and seconded that: The President instruct headquarters staff to develop guidelines for implementing counselor development workshops in keeping with the Policy on Counselor Development Workshops. Motion passed.

74-41 - Budget, APGA

The Finance Subcommittee stated a reaffirmation of the Board policy on Convention registration fee rebates to the Divisions with a \$500 minimum, as previously adopted by the Board of Directors. No action was needed on this topic.

The Finance Subcommittee stated a reaffirmation of the Board policy of the fifty cent (.50¢) allocation to Branches for the current and future years, as previously adopted by the Board of Directors. No action was needed on this topic.

Moved and seconded that: The Executive Director and staff be authorized to make payments and carry on the fiscal business of the Association in 1974-75 at 1973-74 approved budget levels pending approval of the 1974-75 Budget by the Board of Directors. Motion passed.

74-42 - Conventions

Moved and seconded that: The APGA Board of Directors appoint Paul H. Sharar as the 1975 Convention Coordinator. Motion passed.

Moved and seconded that: The Board of Directors votes to adopt the proposed fee structure for the 1975 Convention as indicated on the Memorandum of Submittal to the Board of Directors from Paul H. Sharar, 1975 Convention Coordinator, dated April 2, 1974 (page 2). Motion passed. The fee structure adopted by this motion is as follows:

	<u>Advance Registration</u>	<u>On-Site Registration</u>
Regular Members	\$25	\$30
Non-members	40	50
Student Members	15	20
Student Non-members	25	30
Spouses	10	10
Guests		0

Moved and seconded that: The Board of Directors votes to adopt the proposed Convention Budget for the 1975 New York City Convention. Motion passed. (This will become part of the 1974-75 Budget prepared in July 1974.)

Moved and seconded that: The Board of Directors approves the future convention dates as presented in the memorandum of March 22, which reflects changes to avoid conflict with Religious holidays. Motion passed. The dates approved in this motion are as follows: 1975 (Mar. 23-26); 1976 (Apr. 11-14); 1977 (Mar. 6-10); 1978 (Mar. 19-23); 1979 (not yet confirmed); and 1980 (Mar. 6-13 or Mar. 13-20).

Moved and seconded that: The Board of Directors votes to accept the invitation to hold the 1979 APGA Convention in Las Vegas. Motion passed. (13 for; 8 against)

Moved and seconded that: The Board moves to reconsider the previous motion. (This motion made by a person who had voted for the motion just passed.) Motion passed, and the previous motion was placed back on the floor.

Vote was called for on the motion to accept the invitation to hold the 1979 Convention in Las Vegas. Motion defeated. (5 for; 12 against; 6 abstain)

Moved and seconded that: The Board of Directors endorse Las Vegas as the 1979 APGA Convention site, pending further investigation and negotiation by the staff. Motion passed.

74-43 - Staff Salary Administration Review

The Board of Directors went into Executive Session for a discussion of this topic and no notes were taken. A memorandum from President Shertzer to the Executive Director shall designate the action and shall be filed permanently at APGA Headquarters.

74-44 - Editor for Personnel and Guidance Journal, Appointment of New

Moved and seconded that: The President be authorized to conduct a mail ballot to obtain endorsement of the recommendation for a new Editor of the Personnel and Guidance Journal. Motion passed.

74-45 - International Association of Counseling Services

Moved and seconded that: The APGA President appoint several APGA Board of Directors members to meet with the officers of the International Association of Counseling Services to review the extent of IACS indebtedness to APGA and the controls needed to bring the indebtedness into balance with the authorized level. Motion passed.

74-46 - Committee Appointments

Moved and seconded that: The Board of Directors approve the membership of the Task Force for State Branch Leadership Development as presented, the Ad Hoc Committee to Study the Unified Dues Structure with the addition of Betty Knox, and the Task Force to Examine Military Recruiting and Training Program Practices and Policies as presented. Motion passed. The approved membership for these three groups is as follows:

Task Force for State Branch Leadership Development: Mary Maples

(Chairperson), Richard Evans, Larry Winkler, Harold Van Hook, Evelyn Thompson, Denny Auchard, Jack Duncan, and Betty Knox

Ad Hoc Committee to Study Unified Dues Structure: Richard Evans (Chairperson), Eugene Zola, Eugene Wysong, Richard Hoover, Betty Knox

Task Force to Examine Military Recruiting and Training Program Practices and Policies: Michael Lewis (Chairperson), George Nagle, Paul Blau, Phyllis Warren, Ron Sebert, and Evelyn Evans

74-47 - Audits

Moved and seconded that: In the conducting of any audit, a meeting between the Executive Director, the Business Manager and the Treasurer should be held: (a) prior to the audit to delineate perimeters; (b) after the audit and prior to the printed report. This should include recommendations and suggestions for modification. Motion passed.

Moved and seconded that: Schedules A, B, C, D, E, and G should be combined into a unified budget and audit. Schedule F (Convention) should be separate. Other accounts such as Insurance Trust, IACS, Divisions and Regions should be treated separately. Motion passed.

Moved and seconded that: The Executive Director, Treasurer, and Business Manager be given the charge to select the auditors upon additional consultation. Modifications in the original request sought include: (1) the audit report on financial statement consolidated (Schedules A, B, C, D, E, and G); (2) a supplemental management letter outlining suggestions for improvement in internal control and format of reporting and financial operation as a natural flow out of the audit. Motion passed.

In addition to the formal motion regarding selection of auditors, the Audit Subcommittee of the Board of Directors made the following recommendations:

- (A) The Audit Committee recommends the following companies in order of preference: (1) Leopold and Linowes; (2) Price Waterhouse and Company; and (3) Ernst and Ernst.
- (B) Should the triad of individuals identified be unable to reach a decision, the New Orleans 1974 Board of Directors Audit Committee's view should be sought through a conference call.

74-48 - Members' Individually (Self) Prescribed Involvement

Moved and seconded that: The Board of Directors accept in concept the proposal i.e. APGA Members' Individually (Self) Prescribed Involvement prepared by the Treasurer, and direct the APGA staff and the APGA Treasurer to refine procedures and instruments for implementation. A progress report is to be submitted to the Board of Directors at its July 1974 meeting. Motion passed.

74-49 - Student and Client Advocacy

Moved and seconded that: The Board of Directors recommend that the President establish a committee on client advocacy which would (1) examine the current state of the movement in allied areas, i.e., learning disabilities, retardation, handicapped, child abuse; (2) develop liaison where appropriate with such groups; (3) examine the implications of the advocacy movement for counselors in all settings; and (4) provide recommendations for APGA actions relevant to this area. Motion passed.

74-50 - Commendations and/or Appreciation

Moved and seconded that: In accordance with the established custom of the Association, that Donna Chiles be voted Life Membership in this Association and that the Board of Directors commend her for the outstanding work that she has conducted for this Association over the past three years. Motion passed.

Moved and seconded that: The Board of Directors extend its thanks and gratitude to Dr. Bruce Shertzer for his service during the past year as the Association's President. Motion passed.

Moved and seconded that: The Board of Directors votes to extend its appreciation and thanks to those Board members whose term will end at the end of the current fiscal year. Motion passed.

Moved and seconded that: The Board of Directors extends its thanks to the Headquarters professional staff for handling a difficult situation during the period when the Association was without a Business Manager. Motion passed.

Adjournment

Moved and seconded that: The meeting of the APGA Board of Directors be adjourned. Motion passed. The meeting was adjourned at 5:55 p.m., April 6, 1974.