

NEADTA Board Meeting Minutes - December 2021

Date & Time: **Dec 20, 2021**; 8:00pm- 9:30 pm EST, Zoom format

Present: Ashley, Angel, IB, Stefanie, Jasmine

Not Present: n/a

Financial update

- Filing with the IRS
- Treasure paid (\$500 fee) and signed the contract
- Transition of documents under Treasure's name
- Joseph - our accountant partner
- Ashley - due to possible external fee during the upcoming process of filing for IRS - would like to be conservative about our budget use because of uncertain situation

Subscriptions of connected with our banking

- **Zoom - Autopay**
- Canva - will be billed March 2022
- Planoly - will be billed Feb 2022
- Wordpress - will be billed in June 2022
- USPS box - October
- Register agent - for our business address - October
- ** On Sample budget in google drive
- Ashley - will log in to those account and modify them into autopay

Meeting Schedule

- **Angel** - To be responsible for setting up meetings in google calendar
- First Friday of each month - Board meeting
- Third Monday of each month - Annual Planning meeting

Interest in joining student committee

- Interested in being Student committee in Lesley
- Steffie- to reach out and connect

Planning for Conference

- Invite Steffie's friend who is experienced in hosting conference to join our January
- Financial process
 - Not feasible to request paying via check
- March - might not be feasible
 - needed more time to settle financial situation
 - Include Nancy, Chevon, Val, Tomoya into the conversation about

- Summer time
 - Summer series with CE offer /roundtable?/conference

NEADTA Peer Consultation/check-in

- Start in Feb - May
 - Once a month
 - Mondays (2nd Monday of each Month), Thursdays, and Sunday evening (by Jasmine)
- Structure
 - Student-led check-in bimonthly 6:30pm-7:30pm
 - Professional consultation bimonthly 7:30pm-8:30pm
 - Collective check-in last 30 minutes (8:30pm-9:00pm)
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- **First Consultation space**
 - Sharing of transparency with our members
 - Information gathering of our survey of what they are wanting
 - Seasonal Check-in
- February: Ashley, Jasmine (Feb 21-25)
- March: Angel, Steffie (Mar 24)
- April: Jasmine (Apr 18-22), IB
- May - Collective : IB , Steffie
 - Should be sooner than May Graduation
- **Topics:**
 - Licensure,
 - Editing workshop for application for BC-DMTs (Around Fall)
 - Navigating Mental health as a mental health clinician
- Send out a Poll - to ask about NEADTA Peer consultation

Draft of Transparency Piece - by Steffie - First week of January

PR posts:

- Holiday Break
- Christmas post 12/24 Xmas Eve or 12/25
- Jasmine: Kwanzaa - 7 meanings in each day
- End of the year
- Reconnect in January
- Peer consultation coming soon! Stay tuned
 - We want to hear from you!
- Seasonal Check-in coming soon!

Next Steps:

- PR posts over the Winter break
- 1/7 - Board meeting
- 1/24 - Annual planning meeting (1/17 is MLK day)