

**Northeast Region Business Meeting  
November 12, 2004  
Portland, Maine**

**Attendance:** Claudia Blanchette, Patrick McCoy, Mary Gerrior, Lee Udell, Sharon Frank, Peggy Kieras, Tom Hunt, Lawrence Gilbert, Bob Morse, Charles Kessler, Bill Kondath, Ramona Cass, Margie Tuttle, Jack Crabb, Ute Schmidt, John Pearson, Joan Rossi, Ron Hindelang, Mary Anne Gallegher, Dick Sheesley, Michelle De Coste, Nan Baker, Mary Beth Hayes, David Ransom, Jay Turner, Jim Rough, Martin Montonye, Secretary

**Meeting Called to Order by Chairperson Claudia Blanchette**

**Reviewed Agenda**

**Budget – Carl Towley**

Financial Report and 2005 Budget Proposal distributed. The Report included a proposed \$21,710 expense sheet. Patrick McCoy reported that approximately \$8,000 in additional expenses will go out before the end of the year. On the income side, additional summer student fees are anticipated to be collected before the end of the year.

Report for Student Fees Ending in 2004 and outstanding invoices distributed. Concerns regard end-of-unit reports and fee payments.

Current Regional Fees:

\$100 Center

\$200 Accreditation

\$100 Student Fees

Proposal: All regional fees to be charged a surcharge 20% of what is owed to begin 90 days from the end of the unit. Voted and passed.

Scutter Account: Not performing well.

Proposal: Place funds in a Certificate of Deposit for 36 month at 3.75%. Voted and passed.

Proposal: Add \$3000 from operating budget and add it to Scutter Account for Certificate of Deposit. Discussion around costs of attending the National Conference next year and possibly supplementing travel expenses. Voted and passed.

Proposal: Approve Budget. Voted and passed.

Ammendment: Line item budget for \$2000 consultation on strategic planning. Voted and passed.

Ammendment: Line item in budget: Voted and Passed.

### **Nominations – Sharon Frank**

2005 Nominations Report distributed (dated November 2004). Discussion of terms. Nominations from the floor and openings:

- Chair-elect: Kathleen Gallivan.
- Regional Representative to RANC: Mary Beth Hayes and Lee Udall.
- Accreditation: Opening.
- Certification Committee: Opening.
- Conference Committee: Ute Schmidt as Chair, Hilary Cox and Lee Udall.
- Seminary Representatives/Faith Group Committee: Ron Hinderling. Committee charged with reviewing contacts.
- History Committee: Larry Gilbert.
- Research Network: Executive Committee will explore research opportunities.
- Racial/Ethnic Minorities Network: Ute Schmidt.

### **Discussion:**

Meeting Attendees expressed an interest in affirming Networks but not voting on terms. Question if partial terms constitute a full term. Sharon will review by-laws.

Suggestion was made for Executive Committee to review Regional Director's appointment (elected position vs. employee). Executive Committee will review. Sharon will forward adapted slate to Secretary to email with Minutes.

Proposal: Accept revised Nomination Slate. Voted and Approved.

### **Report from Regional Director – Pat McCoy**

Strategic Planning:

Pat has made contact with Jim Gorman. Pat proposed structuring mid-winter retreat around strategic planning process. Pat will recruit two additional members to participate in a pre-planning meeting at no cost.

2005 Mid-Winter Convocation (Eastern Point, March 2005??)

Will work on dates for Mid-March at Eastern Point.  
Includes 2005 Bi-regional meeting in PA (May 2005)

## **Report from National Board – Bob Morse and Mary Beth Hayes**

- Conference on Collaboration APC AAPC, NACC, ACPE, CAPE AAJC.
- Association fees have increased. Fee sheets were distributed. Locations:

06 Tampa

07 Dallas

08 Epic 2 Conference to include all cognate groups and associations.

Liability Insurance: None of the regions carry liability insurance for officers and committees. National discussing if this is something to consider in the future.

New Certification, Accreditation and Standards Manuals all passed. Will go into practice in 2005. Will be in place for five years.

CPSP discussed. Accreditation reviewing.

Region needs to present to National by June 30<sup>th</sup> who we will be nominating. Elections in mid-winter may be an efficient way to address this requirement.

Suggestions from Region important on giving direction to ACPE as an Association.

Reports from National Commissions and Regional Committees

## **Standards – Peggy Kieras**

Please read the new Standards. Some significant changes. Multicultural competencies added at all levels. Planning an orientation process – elect mid-year and give orientation period.

## **Certification – Jim Rough**

Twenty-one individuals appeared 13 granted. New pilot project in effect. Three months before submitting papers a candidate can request to be part of the pilot. This group will follow candidate up through Associate.

Anticipating six people to meet the Committee in the coming months.

New Supervisory Group: December 3. Contact John Pearson.

## **Accreditation – Mary Gerrior**

If being Accredited in 2005. Manual on website. Contact Mary if change in Supervisors or changes in Centers.

**CPE Fair** – Jack Crabb

Small turn-out but more materials requested.

**Misc.**

**Hawaii Hotel Rates:**

For affordable rates can be found on the computer. If one calls in the rate is more than double!

**Proposal:** Recognition of Claudia's outstanding leadership as Chairperson. Passed with Flying Colors. Applause! Thank you!