

Association for Clinical Pastoral Education (Eastern Region)
Executive Committee Meeting
HealthCare Chaplaincy, Inc., New York City
Friday, July 21, 2000

Present: Paula Teague, Harlan Ratmeyer, Cornel Rempel, Jack Gleason, Al Lumpkin and John Pumphrey

Paula Teague called the meeting to order at 10:00 a.m. with a member check-in.

AGENDA

Two items were added to the agenda. They were Bill Gaventa's request for funding for the National Interfaith Coalition and adding a strategic planning person to the roster of the Executive Committee.

M/S/C to accept the agenda as corrected.

MINUTES

M/S/C to accept the minutes as presented.

BUDGET AND INVESTMENT COMMITTEE

1. John Pumphrey reported that the committee discussed several issues. Those issues were a) calling the Regional Director's stipend a salary b) developing a financial policies procedures manual c) investing in a social awareness fund and d) encouraging the Strategic Planning Committee to propose direction for the region and the Budget and Investment Committee look at the wisdom of the proposals.
2. John reported that as of July 10 the region had \$61,500 presently available.
3. He pointed out that the region is drawing on funds in a deficit way during this period. The budget is increasing without increasing income. He expressed some concern about the vagaries of the budget. In this vein he suggested that the procedures manual include how the annual conference should be budgeted.

FINANCIAL CONTRIBUTION TO ACPE

There were some questions raised, particularly by the Budget and Investment Committee, regarding the reasons for making a contribution to the national office and stewardship. Other regions have given a gift that averages out to about \$5,800. It was suggested that a gift of \$5,500 be given to the national office and that the membership also receives information about the suggestion. It was recommended that this information get sent out with the registration forms for fall conference. While the Administrative Board could have approved the gift support from the membership would be seen as gesture of symbolic support for the new national leadership. Harlan Ratmeyer and Cornel Rempel will draft a motion regarding the contribution and submit it to John Pumphrey.

PROPOSED FINANCIAL POLICIES AND PROCEDURES MANUAL

John Pumphrey and Jack Gleason put forth their draft of the manual. It was concluded that the following should be included in the manual.

- a) the process of making budget requests
- b) a request of \$200 or less is in the purview of the regional chair
- c) the motion for requests for money should be referred to the Budget and Investment Committee who will then refer to the Administrative Board (it was noted that this was a reversal of the decision to leave requests for money up to the Strategic Planning Committee)
- d) budgeting for annual conference
- e) suggested annotating the budget

REGIONAL DIRECTOR'S REPORT

1. Jack noted that the region is now working with a clear financial policy and also pointed to John's concern that the region is headed for a financial crunch.
2. The web page is developing well. Mike Ebersole has just completed his piece for the history "button". The address is www.eneacpe.org.
3. Jack has made contacts with two seminaries in efforts to work on the development side of his position as Regional Director. He has made contact with Robert Harris at Alliance in Nyack and Diane Burke at The New Seminary in New York City. He said that the latter looked promising. He also sent letters to Michael Domenech, Professor of Pastoral Counseling at the Seminario Evangelico, and the CEO at Ryder Memorial Hospital to see if the region can reestablish an ACPE accredited program in Puerto Rico.
4. Celsa Ayala-Coloma was concerned about how the closing of the CPE program at Ryder Memorial was presented in the history booklet. Glenn Asquith made corrections that addressed Celsa's concerns. The follow-up piece will be printed in the newsletter and in future printings of the history booklet.
5. Jack is consulting with a former student and her supervisor in the hopes that the issue can be resolved without moving to a more formal complaint process. Ethics representative Glen Jantzi has been informed.
6. Jack continues on the work involved in getting an accurate list to the Decatur office for the directory. He is also working on a regional e-mail directory.

The Executive Committee wanted the minutes to reflect appreciation for the work that Jack Gleason has been doing on behalf of the region.

PEER REVIEW PROPOSAL

The following suggestions were made regarding the peer review proposal. Paul Steinke will be asked to prepare it so that the administrative board can approve it and then it will be put before regional members. Paul will be asked to change the dates for the five-year review he initially proposed for each supervisor. Finally, it was suggested that retired supervisors not have to comply with this review unless they have not supervised within a three-year time frame. Robin will be responsible for passing this on to Paul.

STRATEGIC PLANNING REPORT

The committee continues to work on distributing grant money. Members need to be informed about the grants along with seminary representatives. The Financial Policies and Procedures Manual needs include the fact that the Strategic Planning Committee has the discretion to approve grants.

NOMINATING COMMITTEE

The following issues were raised regarding elections during the fall meeting and will be passed on to Martin Montonye. People who are currently holding positions and are eligible for re-nomination need to be asked if they want to serve again. Ask the chair of each committee to recommend committee members who are eligible for re-nomination and want to serve again. Jack will continue to encourage Martin to make use of his committee members so that he is not doing the work alone.

FALL 2004 ANNUAL CONFERENCE

Sarah Lawrence Lightfoot was suggested as a conference speaker for this conference. The conference will be in Portland, Maine.

FALL MEETING EAST BY NORTHEAST

Two suggestions were made regarding the fall conference. Send out some pre-conference advertising with the registration forms. Someone also suggested adding a subtitle to the theme.

OTHER CONCERNS/NEW BUSINESS

1. Bill made a request to the Strategic Planning Committee for \$200 to support the National Interfaith Coalition for Spiritual Healthcare and Counseling conference on October 16.
M/S/C to support the conference up to \$200.
2. Committee members were asked if they would be available for an overnight retreat January 25 and 26.
3. It was suggested that it might be helpful to have a meeting with the executive committee of the Northeast region to look at what the regions have done together, social time and more opportunities for integration of accreditation and certification.
4. After some discussion the committee decided not to add the chair from the Strategic Planning Committee to the Executive Committee.

Respectfully Submitted,
Rev. Robin Franklin
Secretary