

## **International Association of Counselling Hypnotherapists**

### **Minutes from meeting of November 11, 2004**

In attendance: Sheldon, Mahmud, Theresa, Melody & Danielle

Teleconference: Molly, Moira, Jamie & Byron

Regrets:

Meeting commenced at 6:04 pm

#### **Old Business:**

Last meetings minutes were briefly discussed. Sheldon moved that the minutes be accepted and Theresa seconded this. Motion carried.

#### **Committee Reports**

Moira (Newsletter): The next newsletter still needs some reports and will be ready approximately next week. The rest of the reports were given briefly:

Theresa (Treasurer): The association has a balance of \$1,444.14. The full report has been given to the Directors and will be posted on the website. We are now able to accept credit cards online for membership dues and renewals. Accepted cards are Visa, Mastercard (although there has been a little trouble with this particular one, Sheldon assures us that it should be fixed in a day or so.) and American Express. Danielle moved that this report be accepted, seconded by Mahmud. Motion carried.

Byron (Membership): As of this date we have 42 members. Membership cards and certificates will be issued and should be out next week. Full report to be submitted to Moira (Newsletter).

Sheldon (President): Congratulations to everyone on the increase of membership. We discussed his vision for 'phase 2' which includes much more focus on promotion for the association.

He is still looking for a Vice-President whose qualifications will include:

- Counselling Hypnotherapist level or above
- Excellent organizational skills
- Computer skills

Re: Legislative Committee: Sheldon would like to see us form a committee that surveys legislation for Hypnotherapists world-wide. This is something for the future but in the meantime, if anyone has or finds any information dealing with this subject, please forward to Molly who will place it in the member's resources on the website. Theresa moved that this report be accepted, seconded by Sheldon. Motion carried.

The logo was discussed and it has been decided that there is no need of a new logo at this time as it does not seem entirely necessary. There were some suggestions as to what we could use it for but will hold off discussing this until a later date.

## **New Business:**

### **1. Changing and adding directors. Restructuring the Executive.**

Jamie and Mahmud to work together on Standards and Ethics and Jamie requests defined tasks at this time and also asks members to give personal input on Standards and Ethics. Sheldon requires that all Directors be familiar with Standards and Ethics contained on the website and try to smooth out our email communications. If anyone needs help, contact Sheldon.

The procedure for changing and/or appointing new Directors was discussed. We will call new Directors "Interim Directors" until we are certain of the procedure. Mahmud suggested checking with our 'society's act' and Moira suggests checking the Bylaws. Some of the points discussed were:

- a. Who chooses a new Director and what is the process?
- b. If President cannot communicate with a Director, can they be replaced and what is the process.

Melody contacted her husband and he offered his insight regarding these matters, Moira quoted from section 20(a) of the bylaws. Sheldon will look into this and let us know.

New Directors are:

Member Resources: Molly, replacing Jim Veith  
Standards and Ethics: Mahmud Nestman

Sheldon needs photos and bios from both.

### **2. Udate on new Committees**

It is time to organize the committees. Current committees are as follows:

Newsletter Committee – Moira – At this time members of the committee are Diane Auld, LEEANNE Wiseman and David Greig. She feels this is enough but will see after next newsletter is published.

Examining Committee – Mahmud – Membership consists of Mahmud and Jamie, and Sheldon has asked Lorraine Malardo to join. He will also continue looking for more members to join this committee.

Members Resources – Molly – Along with Molly, Jim Veith is a member of this committee and Sheldon has asked Melody to also join. Directors discussed what this area on the website should contain and it was decided that any information of benefit to association members be included.

### **3. Flow chart setup implementation.**

Discussion regarding Secretaries duties. Melody asks about the gathering of and storage of personal information. Sheldon assures us that it is all stored safely on his computer.

Break @ 8:35 pm

Reconvene @ 8:45 pm

### **4. Changing our fiscal year end.**

Discussion centred around changing the fiscal year end to coincide with membership renewal. Options were to:

Pro-rate quarterly by aligning memberships

Or

Staggering due dates for membership renewal.

It was clarified that the fiscal year – end has nothing to do with membership, and that it was much easier to align renewal of membership with year – end, May 1<sup>st</sup> was chosen as the due date and all memberships will be pro-rated to that date. Theresa and Byron will work together to set up an excel program for this and send out Pro-rated dues.

### **5. Members resources**

Molly was introduced as the new director.

### **6. Web site.**

Sheldon will continue to manage the website and states that it will be our main source for promoting membership along with the newsletter. He cautions against getting too big, too fast and at this point we can handle up to 100 members. He does need help with site membership and Moira suggests looking for members to help via the website. Melody suggests Sheldon teach other members more computer skills and she would like to learn and help.

Sheldon is working with Lin on email promotion and mail – outs should be ready early in the New Year.

He is also networking with other schools and will discuss this more with Mahmud.

Any ideas regarding the web – site, please contact Sheldon. Thank you Sheldon for all your hard work, the site is wonderful!

## **New Business**

We discussed The Orca Institute applying for school approval with the association. It was proposed that we waive the application fee. Motion was forwarded by Danielle, seconded by Melody and vote was unanimous.

Sheldon has spoken with Jim Brown (BCAC) regarding motivating the Executive to keep moving forward. One topic for discussion was compensation, whether monetary or other. Moira asked if it was legal to compensate and both Melody and Sheldon declared it was not. Danielle clarified that it was considered honoraria. Sheldon would like to ensure that Directors are acknowledged and motivated.

It was suggested by Danielle that we plan a social event or series of events to build community. Melody suggested possibly having something online ie: workshops. Jamie shares her experience with this and how much she enjoyed it. Sheldon suggests waiting a while until membership increases.

Byron spoke about the lack of insurance available to us as Hypnotherapists. Sheldon is looking for a provider who offers holistic health insurance and discusses recent events in the legislature concerning Hypnotherapists. Sheldon cautions members to be especially careful at this time as there is no insurance available.

Motion to adjourn meeting by Theresa, seconded by Sheldon. Motion carried.

Meeting adjourned @ 8:30 pm

**Next meeting; Thursday, February 17, 2004 @ 6 pm.**