

ISSTD
Board Executive Council
Meeting Minutes
February 24, 2008, Sunday
11:00 a.m. - 1:00 p.m. (EST)

Participating

Vedat Sar, President
Kathy Steele, President Elect
Catherine Classen, Past President
Thomas Carlton, Secretary/Treasurer
Joanne Twombly
Lisa Butler
Andreas Laddis

Na'ama Yehuda
Etsel Cardeña

Absent

Renee Potgieter– telephone difficulties
George Rhoades
Suzette Boon

1. **Annual Meeting -Kathy Steele**

A scientific committee to review the Call for Proposals is now in place. The on-line version went live on Monday February 25, 2008.

- a. Conference additions
 - i. Media session featuring the “Flashback” video.
 - ii. Pre – Conference session on Hypnosis.
 - iii. “Survivor’s Art Exhibit” as a part of a silent auction.
 - iv. RFPs have been sent for 2009 – 2010 locations (Charlotte, Orlando, either Memphis or Nashville)
- b. Suggestions
 - i. It was suggested that we consider EMDR and focus on Dissociative disorders next year.
 - ii. Risk Management & Ethics workshops would attract Psychologists and Psychiatrists.

2. **Membership – Joanne Twombly**

- a. Discussion about the member renewals and benefits.
 - i. Providing tangible benefits to our members.
 - ii. Renewal 2nd letter
 - iii. Component groups could provide an opportunity to grow the ISSTD membership.
 - iv. The option to opt in and out of the Journal on the application.
 - v. Kathy Steele is writing a letter to her local colleagues asking them to consider ISSTD membership and encouraged all board members to do the same.

3. **Budget – Thomas Carlton**

- a. Budget and future planning discussion.
 - i. Creating internal controls
 - ii. Budget approval

There was a motion to approve the budget of 2008 as proposed.

Approved – unanimous

Opposed – none

Abstentions- none

Motion passes - 2008 Budget stands approved.

There was an additional motion for board to approve the budget and a request that the finance committee to report back quarterly with budget updates.

Approved – unanimous

Opposed – none

Abstentions- none

Motion passes –The finance committee reports back quarterly with budget updates.

- b. Thomas stated that it is the goal of the Finance Committee to have a budget that can tentatively be approved next November for 2009.
- c. A discussion took place about grants.
 - i. Lisa Butler agreed to lead the group and help identify grant writers, prospects, process and timelines

4. Committee ratification – Vedat Sar

Vedat introduced the committee ratification document.

- a. Award committee – Steve Frankel, Chair
- b. Finance Committee - Thomas Carlton, Chair
- c. Governance – Catherine Classen, Chair
- d. Education – Mentoring Task Force, Catherine Classen, Chair
- e. Physician outreach TF – Andreas Laddis, Chair
- f. Prof Seminars Committee - Dennis Pilon, Chair
- g. No current chair for DDPTP advisory committee.
- h. LINC –Task force to be determined.
- i. Newsletter Editor - Tara Williams is serving as interim editor.
 - i. Rich Chefetz is working on the first Newsletter.

No committees were disbanded this year.

There was a motion to ratify the committees as listed.

Approved - unanimous

Opposed – none

Abstentions - none

Motion passes – ratify committees as listed

5. Government Task Force – Catherine Classen

- a. Catherine asked for feedback on the Board Responsibilities Document that she will post on Yahoo Groups for discussion.

There was a motion to adjourn and that all unfinished business and new business to be followed up via email.

Approved - unanimous

Opposed – none

Abstentions – none

Motion passes – motion to adjourn

Respectfully submitted,
Heidi Walker