



Washington Association for Play Therapy

Board Meeting Minutes

Sunday, March 1st 2020, 7:00pm – 8:05pm

Present Members: Andrea Kunwald (President), Jordan Klekamp (President-Elect), Jill Forsberg (Past President), Krissy Perry (Secretary), Daisy Vergara (Western WA Representative), Kristina French (Eastern WA Networking Committee Director), Fondra Magee (Eastern WA Networking Committee Director), Priya Raghav (Western WA Networking Committee Director), Cary Hamilton (Director of Social Media), Carly Beaulieu (Graduate Student Representative – City University)

Absent Members: Kade Hodges (Eastern WA Representative), Heather Schilling (Conference Director and Newsletter),

Minutes taken by Krissy Perry, LMHC, RPT-S, WAAPT Secretary

- I. **Treasurer:**
 - a. Who can temporarily take over the treasurer position?
 - i. Filing tax & Form N990
 - ii. Cary suggested that Jordan take on this role, so that paperwork doesn't have to change. Jordan agreed, but asked for Cary's support in ensuring paperwork is complete.
 - b. As of Thursday, Feb 27th, no package from Denise
 - c. Andrea will send out email on Monday, March 2nd to Denise to remind her or to arrange pick up of our things in Bremerton. Andrea said she is willing to drive to Bremerton for the things.
 - d. We need new mailbox
- II. Outreach
 - a. Andrea talked about forms on Box for CEUs.
 - b. Kristina reported that she did a play therapy training at her work for Play Therapy Week.
 - c. Carly said that she sent information to City U, SPU, and UW grad programs about play therapy for Play Therapy Week.
- III. **New Shirts:** Andrea has received the new shirts
- IV. **Spring Conference:**
 - a. Vendors: Jordan please up-date us.
 - i. Jordan said that she heard back on Friday from the venue for vendors, and there is no extra space for this. She said that Heather had found 4 vendors who are interested.
 1. Kelly at Our Sister's House, Nadia at Family Justice Center, Oasis Youth Center.
 - ii. Vendors sharing tables: What will fee be if they share? For single tables: Non-profits no fee, but other business need to pay a fee of \$100.
 - iii. Krissy suggested having vendors send in flyers for the folders.
 - b. Registration
 - i. Jordan said that it sounds like the big space is also the space for registration.
 - c. Cancellation plan
 - i. Priya suggested having it via video if not possible to meet in person.

- ii. Cary suggested emailing APT to get contact credit for this, since it's out of our hands. Andrea said she will contact APT to get more information on this.
 - iii. Jill or Cary will contact Antioch about using their Zoom platform for video.
 - iv. Andrea suggested to make a final decision by Monday, March 16th.
 - 1. Post on website, social media, email blasts
 - v. UW Tacoma policy:
 - 1. 7 days or less is full fee
 - 2. 8-13 days, just 25% deposit – so would need to know by Thursday the 12th to not accrue more fees
- V. **Renting room for Supervision:**
 - a. Shall we consider this for the future conferences or shall pursue it for this Spring Conference 2020?
- VI. **Raffle:**
 - a. Heather's supervisor is donating puppets to raffle off
 - b. Andrea was approached by Kathleen Goodman, who wants to donate 4 of her recent published books: *"All Families Invited"*
 - c. Heather is also getting donations from Play Therapy Supply and the like.
- VII. **Conference Food:**
 - a. Jordan reported that UW Tacoma doesn't provide catering, but we can cater in.
 - b. There is a \$200 cost difference in UW coordinating catering vs having Jordan do it: it is \$100 to bring in catering with Jordan coordinating; \$300 for UW.
- VIII. **Parking:**
 - a. UW Building that we're in doesn't have parking nearby, nearest lot is a block and a half away with an uphill walk. There is a parking garage across the street from our building with 18 spots that are designated for public parking.
 - b. Students will be on campus on Friday.
 - c. Jordan will get a map to send out to people.
- IX. **Roles for the Conference:**
 - a. Introducing the Speaker:
 - i. Andrea will introduce the main speaker.
 - ii. Daisy will introduce Meyleen.
 - iii. Jill will introduce Cary.
 - iv. Heather will introduce Emily.
- X. **Other roles:**
 - a. Andrea will be at the Registration table.
 - b. Jordan will handle all coordination for vendors and site.
 - c. Who would like to sell the shirts – Daisy volunteered, Cary will help on Saturday
 - d. All available board members will help with: stuffing folders, giving out CEUs in return for evals
 - e. Putting stuff on tables.
- XI. **Air B&B in Tacoma:**
 - a. Priya will email out details.
- XII. **Board Elections:**
 - a. Jill's concern about election
 - i. First email to larger group, with one application in so far for Conference Chair.
 - ii. All board members need to reapply – send info listed on website to Jill.

Position	NEED TO ELECT	DO NOT NEED TO ELECT
Graduate Student Rep (Carly)	X	
Social Media (Cary)		X
President Elect	X	
Secretary (Krissy)	X	
Treasurer (Denise)	X	
E WA Rep (Kade)		X

E WA Net Com Chair (Fondra)		X
E WA Net Com Chair (Kristina)		X
W WA Conf Chair (Heather)	X	
Newsletter (Heather)		X
W WA Rep (Daisy)		x
W WA Net Com Chair (Priya)	X	