



**Washington Association for Play Therapy
Business Meeting Minutes
May 15, 2016, 7:00-8:00pm**

Present Members: Elizabeth Peixoto (President), Cary Hamilton (Past President), Annie Merriman (President-Elect), Krissy Perry (Secretary), Julianne Lu (Treasurer), Valerie Juergens (Membership Director), Jennifer Daffon (Western Washington Committee Chair), Linda Chia (Director of Social Media), Sarah Harwood (Graduate Student Representative – City University of Seattle),

Absent Members: Stacy Glover (Newsletter Committee), Jessica (Graduate Student Representative – Antioch University), Lara Long (Graduate Student Representative – The Seattle School)

Minutes prepared by Krissy Perry, MEd, LMHC, RPT, WAAPT Secretary

I. Health of Washington Association for Play Therapy

I. Financial Health

- i. Spring conference
 - 1. Cary reported that we did make a profit but unsure how much
- ii. Julianne reported current bank balance at \$8213.16, this was after the conference bills
 - 1. Julianne stated balance around \$10K this time last year, so WAAPT is a little bit low but not too bad
- iii. Bank cards should be switched this week from Cary to Elizabeth. Julianne requested an email notification when this takes place.

II. Bylaws: Review & Update Conflict of Interest

- i. Elizabeth will create an addendum for conflict of interest
- ii. Cary proposed to have Annie, Elizabeth and Cary sign and email out. Annie seconded. All in favor. None opposed. Item passed.

III. Tasks & Roles

- i. Elizabeth sent out individual emails explaining tasks and roles
- ii. No one has questions

IV. Need Eastern Washington Chair

- i. Becky stepped down due to obtaining Western Regional Representative for ACA
- ii. Annie will reach out to a few people
- iii. Elizabeth can appoint new Chair as long as they are a member of APT – need a chair so we can have a conference

V. Gold Branch – added so we know what we need to keep up doing

	2016 Gold Branch Award	Membership		Training Hours	Communications	Play Therapy Outreach
		2% growth on 3/31/16		Minimum of 12	Minimum of 5	Minimum of 2
		Affiliate + Professional				
Branch	GB	2015	2016			
WA	x	102	102	27.0	5	9

II. Future Conferences

I. Fall 2016 Conference – October 21st, Holly Willard

- i. Need a venue
 1. Seattle/Auburn/Renton area – Redline in Renton or Eastside in Bellevue
 2. Document in Box.com has contact info for locations we've reached out to before
 3. Valerie and Linda will tag team contacting various locations for a venue
 4. Only need a room for 1 day, project 30 people to 100 people
- ii. Budget/Rates/Contract
 1. Elizabeth proposes to project the same rates as last year, which are located on Wild Apricot
 2. As soon as venue is locked down, can set rates, and update registration on website – Elizabeth and Krissy will work on this

II. Spring 2017 Conference – March 24-25, Franc Hudspeth

- i. Need a venue - Annie will start looking
- ii. Will continue with Friday breakout sessions
- iii. Contract – reminder for Elizabeth to double check

III. Fall 2017 Conference - Claire Mellenthin

- i. Elizabeth will contact Claire to confirm dates and will contact the Board
- ii. Decision to have Claire come to Eastern WA
- iii. If still no Eastern Washington Chair to coordinate, then may have as Fall 2017 Conference

III. Summer Picnic - Sunday the 21st at 1:00pm-3:00pm

I. Elizabeth suggested reinstating WAAPT Summer Picnics.

II. Location

- i. Elizabeth will book a shelter at Woodland Park
- ii. Elizabeth, Sarah, and Julianne volunteered to help set up

III. Food

- i. Everyone will bring a dish to share

IV. Advertising

- i. Will include announcement in Spring Newsletter
- ii. Email reminder will be sent 1-2 weeks prior to event

IV. Networking Meetings –

I. Every other month on 2nd Wednesday

II. Next one is Seattle on June 8th

- i. At Elizabeth's office
- ii. Katy will present on multicultural issues

III. August 10th after that, location and topic TBD

- i. Krissy suggested to encourage more volunteers to present, that possibly presenters could prepare "book discussions/consults" instead of a presentation, which would be less time consuming. Elizabeth will look at the provider part of the WAAPT contract to determine if this is possible.

IV. Fall networking meeting

- i. Possibly Sarah with a music and play therapy presentation

V. Feedback from last networking meeting

- i. Request for other ways to connect within WAAPT. Suggestions included:

1. Private FB group – through discussion, decision made to think about this more and who would be responsible for the strict monitoring that a counseling group would need
2. Possible scheduled lunches

V. Newsletter

I. Spring – Needs to go out ASAP

- i. Everything seems complete and Stacy just needs to send it out
- ii. Cary will contact and help her get it out
- iii. Elizabeth will submit a paragraph on the summer picnic to Cary and Stacy to include in the newsletter.

II. Summer – Need submissions

- i. Hoping to send out in July/August –
- ii. Items needed for summer newsletter:
 1. fall conference information
 - a. Sarah recommended a save the date section to announce conferences
 2. picnic (pending when newsletter is sent out),
 3. networking meeting
 4. another request for a chair if needed
 5. start pushing new membership and renewing membership
 - a. Cary proposed to increase membership that by joining WAAPT, members name will be placed in a raffle for each Spring conference. Valerie seconded. All in favor. None opposed. Item passed.
 - b. Cary will type this up for the newsletter
 - c. Krissy (Secretary) will keep track of new members names for the raffle

VI. Committee Chair Updates

I. Western Washington

- i. Jennifer, no update –
- ii. Valerie said that previously the position is a work in progress, but ideas centered around outreach to get presenters at universities and connections with people
- iii. Valerie is working to get time in children and adolescents class at Seattle School

II. Membership

- i. 6 new members
- ii. Thank you notes
 1. Valerie has contacted Kristen for a template for past thank you notes,
 2. Past template is possibly in Constant Contact
 3. If not able to find a template, Elizabeth and Valerie will create a new template

III. Graduate Students

- i. Cary and Jessica are working to connect all Graduate Student Representatives to figure out what to do within each university

IV. Social Media

- i. WAAPT is on: LinkedIn, Facebook, Instagram, Twitter, and Tumblr
- ii. Cary will keep updating Facebook until Linda is able to
- iii. Linda is attempting to contact Amy to figure out a time to meet to discuss this position– Cary has been helping out with social media, so if nothing else, Cary will connect with Linda to help

- iv. Elizabeth will forward an email from Rosie Newman to Cary and Linda regarding an item to share on social media

VII. National Conference October 4-9 in Louisville, KY

- I. Branch Leadership Training: Earns points towards Gold Branch
- II. Elizabeth and possibly Annie plan to attend
- III. WAAPT will schedule a few dinners for members that go

VIII. Next meeting – July 10th at 7:00pm via Skype