**Council of Specialties in Professional Psychology**

**Executive Committee Meeting Meetings**

Novemver 4, 2024

10:30 am EDT / 9:30 am CDT / 8:30 MDT / 7:30 PDT

**ATTENDED:** Carlen Henington (President), Scott Sperling (President Elect), Michele Rusin (Treasurer), Cindy Carlson (Secretary)

**ABSENT:** none

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| **AGENDA ITEM** | **DISCUSSION/CONCLUSION** | **ACTION/ RECOMMENDATION**  **Responsible Party(ies)/ Due Date** | **STATUS**  **Open/Closed** |
| I. OLD BUSINESS |  |  |  |
| Past minutes | The motion to approve the minutes was made by Scott. | The Oct. EC meeting minutes were approved. | Closed |
| Taxonmy Review & Related Criteria for Membership in the CoS | Update on: Organizational & Business Consulting Board; Society of Consulting Psychology – (Elliott Lasson)  Carlen presented CoS requirements for specialty membership as written on the website. Taxonomy is not currently listed as a requirement  2 issues: 1) Does CoS wish to require the taxonomy as part of the requirements for membership in the Cos? 2) Does this need to be reflected in the by-laws?  Scott noted that a change in the by-laws can be made with a vote of the representatives.  Carlen proposed appointing a task force to rewrite the by-laws. Scott disagreed. Consensus was reached regarding inclusion of this as a item for discussion at the Nov. Q mtg. | The two issues identified in the EC discussion will be a discussion item in the upcoming November 18 Quarterly meeting. | Open |
| Website | Website – update  Past needs:   * Changes – checking in * Need to update liaison lists * Checklist from specialties to assist in updates   Cindy reported she is collecting the website checklists along with the annual reports and will make all requested changes if possible prior to the quarterly agenda and no later than the end of the year for changes that may need consultative assistance.  A new website need was identified – replace CoS 2022 by-laws with updated 2023 by-laws. | Cindy will make the website changes requested by the specialties by the end of 2024 and will upload the newest version of the by-laws before the Nov. Quarterly meeting. Michelle will send to Cindy the updated by-laws, which include the 2023 approved expense reimbursement guidelines. | Open |
| Treasury Report | Michelle reported the annual cost for WIX will increase in 2025 to $348. EC discussed options and approved this.  Michelle also reported she will soon be sending requests for dues payments to those who have not yet paid. Scott suggested a list of paid/nonpaid be included in the Nov Q meeting agenda.  Michelle raised the issue of what is needed regarding the EC deviation of the expense policy to support the current secretary’s attendance at the Nov Q mtg. The decision was discussed but no clear action regarding communication with the COS representatives determined. | Michele will renew the WIX contract, monitor and remind specialities that are late in dues, and provide a list for the quarterly meeting. | Open |
| Quarterly Nov Meeting | Updates   * Last minute needs * Checking on hotels, evening dinner * Checking on catering | Michele will obtain a final count of those attending in person and inform APA.  Cindy will book the pre-meeting dinner for the EC. |  |
| Officers’ list of responsibilities | Updates | Michelle will complete the treasurer list of duties before the end of 2024. |  |
| Victor’s Plaque | Picture to include/show at Nov meeting | Michelle will include a photo in the powerpoint to be presented at the Nov Q mtg of the plaque. |  |
| II. NEW BUSINESS |  |  |  |
| * Elections | Concern was expressed about lack of interest in President-Elect role | Carlen will send an email announcement to CoS reps encouraging them to self-nominate. |  |
| III. OTHER INFORMATION |  |  |  |
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**Quarterly Meetings:**

Hybrid November 18, 2024.

**EC Meetings:**

First Monday of the month @ 10:30 EDT. Next monthly EC meeting is Dec. 2, 2025