

MINUTES OF THE 6/15/09 MEETING OF THE DIRECTORS OF THE COLLABORATIVE PRACTICE INSTITUTE OF MICHIGAN (CPIM)	
CALL TO ORDER	The meeting was called to order by Deb Berecz at 12:08 p.m.
DIRECTORS PRESENT AND QUORUM	<p>The following Directors were present by telephone:</p> <p>Deb Berecz Peter Everts Natalie Alane Monika Sacks Gary Rogow Erika Salerno Judith Margerum Marian Kromkowski Toni Wander</p> <p>Absent: Sharee Burkel Lori Becker Mary Lier Randy Velzen</p>
APPROVAL OF PREVIOUS MINUTES	Natalie is to fill in some blanks and resend the minutes. Approval is deferred to next meeting.
TREASURER'S REPORT	<p>Monika discussed budget report. The annual basic training lost money and staff costs are higher than budget. Natalie asked that the training estimation be revised to reflect that the trainers' fee. Natalie asked whether the staff costs are double-counted in the training and the general ledger line. Monika said they are not double-counted, but she will get additional information from Lora about how the costs are allocated.</p> <p>Motion to accept the revised report carried. Monika will revise & resend.</p>
LEADERSHIP TEAM REPORT	Deb reported on some revisions to the leadership team report. Deb has asked a team to propose a method for electing officers. She explained that the annual cycle list needs to be overhauled because it is outdated. For instance, the date to set the annual training is June, but that's too early. Natalie is going to propose a modification. We are currently trying to gather a history of CPIM for the website; this is an

	<p>ongoing project that is on target. The bylaw revision process needs to be moved to the fall. Deb will update the written report & circulate. Monika asked if there was an August meeting this year, and Deb said there is one on the agenda.</p>
WRITTEN TEAM REPORTS	No written reports were presented.
LIVE TEAM REPORTS	
A. Basic Training	<p>Natalie reported on the Basic Training, stating that it was very successful. About 37 people attended. Over 90% of the attendees joined CPIM on the spot. The trainers were fantastic, and the evaluations reflect that. The costs are set forth in the budget report.</p> <p>Natalie asked what the board would like for the Basic Training team. Does the board want the team to send out RFPs again or just “run” the next training? Monika mentioned that she would like to see us set a date and location soon so that we can advertise by having a booth at the Family Law Institute. Natalie said we can definitely get a location and date in time for the FLI. Erika suggested that we market more heavily to the MHPs and FPs. The Michigan Psychological Association has a quarterly that is very inexpensive to advertise in. The American Association of Marriage & Family Therapists and the Mich Assoc of Psychologists are other groups we can tap.</p> <p>Deb will work on sending an email to our own members for ideas about additional groups to market to. We should ascertain the costs of the various methods. Monika will call Shel Stark to ask about the cost of a FLI table.</p> <p>Deb reported that the reception on Friday night was much appreciated and well-presented. Natalie asked whether the cost of the reception was included in the basic training costs on the budget because her firm has not been billed for that cost yet. Monika will check.</p>
B. Advanced Training	Judith reported that they interviewed John McElwee; he seems very open to working with us to tailor his training to our needs. John would charges \$3,000

	<p>plus travel expenses. The team will propose a location & date. Marian mentioned that it would be very difficult for the Traverse City members to make a one-day trip to Ann Arbor.</p> <p>Judith reported that she and Gary also spoke to Zena Zumeta & Tom Darnton; they could also put together a one-day training focused on negotiation skills and technique.</p> <p>Deb suggested that the usual board meeting time can be moved to accommodate the training. Thursday night to Friday seems to be a reasonable time.</p> <p>The team will put together a proposal and submit it in time for the next board meeting.</p>
C. Newsletter	Deb reported that the newsletter is on track to come out & Deb has been in touch with Rob Andretz about future topics.
D. Website	Deb has spoken to Lori about website issues. The calendar link is broken; the website is outdated; references to PODs should be changed to practice groups; membership list needs to be checked for accuracy.
NEXT BOARD MEETING	Monday, July 20, 2009, 12:00 p.m. by teleconference.
ADJOURNMENT	The meeting was adjourned at 12:52 p.m.
RESPECTFULLY SUBMITTED	Natalie Alane, Secretary