

SOUTHEAST REGION ACPE ANNUAL BUSINESS MEETING
Canterbury Retreat and Conference Center, Oviedo, Florida, October 8, 2009

Regional Chairperson Amanda Jones called the meeting to order at 2 PM. A quorum of at least 50 persons was present.

1. Agenda: Three deletions from the published agenda were announced (items on REM Scholarships and Florida Consortium changes both had been referred from the Administrative Board back to the Mission and Development Committee. No action was needed on them, nor were there any changes to Policies and Procedures). The Budget and Investment Committee is revising the budget, in light of Administrative Board actions (and the votes on Items 7, 8 and 9 here). Their report, including a revised 2010 Budget, will be received in the latter part of the Business Meeting.

MOTION 1: To adopt Agenda, as amended. Passed.

2. Minutes: No additions or amendments were called to the minutes from the March 13, 2008 meeting at Jekyll Island, Georgia. MOTION 2: To approve minutes, as published. Passed.

3. Welcome to Guests and Supervisors New to the Region: Regional Director Jap Keith introduced Jim Duke from Augusta and Connie Bonner from Clearwater. Others new to the region were asked to identify and introduce themselves. These included Marjorie Avent, Jennifer Bordenet, George Geans, David Hutchinson, Grayce Lane, Jeremiah Richardson, Sally Schwab, Vivian Smith-Fountain and Coley Williams.

4. Introduction of Newly Certified Persons: Certification Chair Woody Spackman announced that 9 persons had met the Certification Committee for Readiness for Supervisory Training; 1 person for Extension of Candidacy. Karen Miller was introduced as a new Supervisory Candidate.

5. Actions from the Administrative Board: Amanda Jones noted that the Administrative Board had approved action on Amendments to the Governance Manual. These four amendments have to do with the creation of the elected office of Treasurer, separate from the office of Regional Director. Secretary Phil Summerlin read the proposed changes:

1. Add "Treasurer" to Article 5, Section 5.2 and Article 6, Section 6.1.
2. Add a sentence to Article 6, Section 6.2: "The Treasurer may serve three (2 year) consecutive terms plus any time served in a non-expired term in the same office."
3. Insert in Section 6.3 a sentence authorizing the Treasurer to be an ex-officio member of Annual Conference/Continuing Education; Budget/Investment; and Mission and Development Committees; and stating that the Treasurer or Treasurer's designee shall present the Annual Certified Audit at each annual Business Meeting of the region.
4. Delete from Article 8, Section 4 the statement that the Regional Director will function as Treasurer of the Region.

MOTION 3: To approve these amendments. Passed.

6. Treasurer's Report: Three documents (purple, green, pink) were circulated among those present. (a) Jap Keith first called attention to the purple document (which provided information on end-of-year adjusted balances every year from 2000 to September 2009). It illustrated what has happened financially to the region over the past two years: "We have spent much more than we have received in income. We can't continue to do that." The purple sheet reflects what has happened to our Endowment Fund over the past two years. It (Calvert Fund) went from \$186,000 to \$139,000 in the bear market. It has gone back up thus far in 2009 to \$163,000, but we will need to wait until year's end to know how much we have to work with in our Endowment. (b) The green document provided actual budget figures in each budget category 2005-2009. (c) The pink document, which reflects the 2009 budget, shows a current shortfall in student fees (line item 1.5) from that which had been expected (income of \$69,000 vs. projected income of \$85,000). "There will be a withdrawal from reserves to pay for this meeting." Standing committee costs, as listed in the pink document, reflect meeting costs from previous meetings in the spring and summer. They do not include the costs of this meeting. Money will be transferred from the \$19,360 in line item 3.2 to the various standing committees following this meeting. MOTION 4 (by consensus): To receive this report.

7. Recommended Changes in Accreditation Fees: Phil Summerlin presented proposed changes to Accreditation fees, as approved earlier by the Administrative Board, in four parts. Whereas each accredited center presently pays the region \$75 per year, the first recommendation called for a three-step increase:

- a. On January 1, 2011 the Annual Accreditation Fee will be \$125.
On January 1, 2012 the Annual Accreditation Fee will be \$175.
On January 1, 2013 the Annual Accreditation Fee will be \$225.
- b. The Five Year Review Fee will be \$250.
- c. On-site Accreditation Reviews of Satellite or Component Sites will be \$250, plus the expenses of the Reviewer. \$150 of that will be an honorarium for the reviewer; the region gets the rest.
- d. On-site Reviews for Accredited Centers and Ten Year Reviews: \$500, plus expenses of Reviewers. If the Chairperson is from the Southeast Region, the Site Visit Chairperson gets \$150 (if the Chairperson is from another region, the national ACPE office covers that honorarium). Each additional reviewer gets \$100 honorarium.

MOTION 5: To approve these changes. Passed.

8. Recommended Changes in Certification Fees: These are to become effective on January 1, 2010: (a) Consultations, \$150. (b) Candidacy, Extension of Candidacy, and Reinstatement, \$200. (c) Extension of Associate Supervisory Status, \$250.

MOTION 6: To approve these changes. Passed.

9. Recommended Changes in Student Registration Fees: This was presented as MOTION 7: To recommend an increase in the Student Registration Fee (from the present \$70 per unit) to \$90 per student per unit, effective January 1, 2011. In the discussion of this motion, an Amendment to the original motion was offered:

MOTION 7A (Amendment): To increase the fee to \$80, rather than \$90. The Amendment failed, by a count of hands. After the Amendment failed, in further discussion, a Substitute Motion was presented:

MOTION 7B (Substitute Motion): To increase the Student Registration Fee to \$80 on 1-1-11; to \$85 on 1-1-12; and to \$90 on 1-1-13. The Substitute Motion also failed. Then MOTION 7 (as originally stated) was presented once more, and it passed.

10. Annual Regional Meeting, 2010: John Galloway of the Annual Conference/ Continuing Education Committee presented the AC/CE recommendation, as a motion. MOTION 8: That the 2010 Annual Regional Meeting of the Southeast Region be held at Oceanside Inn and Suites, Jekyll Island, Georgia, October 5-8, 2010. Passed.

11. Annual Regional Meeting, 2011: John also presented from the AC/CE Committee MOTION 9: That the 2011 Annual Regional Meeting of the Southeast Region be held at the Hyatt Regency Hotel, Greenville, South Carolina, October 4-7, 2011. Passed.

12. Representations and Nominations: Robin Booth, this year's chair of RANC, offered a slate of nominations, with these changes from the printed document:

- a. Accreditation, Class of 2012: Jim Stapleford in place of Connie Bonner.
- b. Certification, Class of 2012: Keith Munford in place of John Hartman.

In a vote of the body, Robin Booth was selected as the Southeast Region's representative to the ACPE Certification Commission, Class of 2012.

MOTION 10: To approve this slate of nominations, as amended. Passed.

13. Representations and Nominations, Class of 2010: Joan Murray, who served on this year's RANC Committee is retained, and will serve as Chair of the 2010 RANC. Other nominations were called for from the floor. Four additional persons were nominated to serve on RANC 2010: Jim Duke, Christy Miller, Donald Harris, Stephen Robinson.

MOTION 11: To close the nominations, and elect these four by acclamation. Passed.

14: Report from the Board of Representatives: Bill Baugh and Miriam Needham circulated a written report. They also gave a verbal report and answered questions about the coming meeting of the Board of Reps in Atlanta in November. Highlights included:

a. Capital Improvement Initiative and Foundation for CPE: Considerable activity is going on, but where it is headed is unclear. "We don't yet know what will be proposed in Atlanta. We will inform you when we know more. Meanwhile, let us know your thoughts about these matters."

b. The Journal of Pastoral Care, which has struggled financially and came near to being terminated, has paid its bill, and will continue as a publication. Jim Stapleford spoke to the history and more recent developments of this periodical.

c. The ACPE/APC Pilot Project was affirmed.

d. The Board of Reps has voted that a Supervisory Student may not function as a Level 1 student's supervisor.

15. Welcome to Sally Schwab: Sally Schwab, ACPE President-Elect, was introduced and welcomed. Sally spoke to the Southeast Region members for a few minutes on various opportunities ACPE is addressing and will address in the near future.

16. Budget and Investment Committee Report: Joe Whitwell brought in the B&I report, and budgets for 2010 and for 2011 (Projected). The budget figures were circulated to the body (white sheet). The line to be followed is the one marked 2010C, which takes into account the increases in fees we have voted on in this meeting, and allows for some line item increases. Joe noted, (a) "Endowment Income (1.8) is yet to be determined." (b) The amount of money available for "Special Projects (5.0) is yet to be determined." (c) How much we will need to withdraw from Reserves (1.12) is yet to be determined." (d) Since Jap functions as his own secretary, we are removing Secretarial Support (6.1) from this year's budget, with full knowledge that this will need to be reinstated at some point in the future. (e) "Lines 1.8 and 5.0 play off each other. We have to maintain a corpus of \$150,000 in the Endowment Fund. Once we know at year's end what 1.8 is, we can better determine 5.0."

MOTION 12: To adopt this 2010 Budget, and the 2011 Projected Budget, as presented. Passed.

17. Additional Recommendations from Standing Committees: There were none.

18. Regional Chairperson's Report: Amanda Jones voiced her thanks to Jap Keith for his assistance to her in preparing for this meeting.

19. Regional Director's Report: Jap Keith thanked all in the Southeast Region who have responded to him and Betty as she has struggled with illness: "Thank you, thank you, thank you!" He then noted, "ACPE is in a time of crisis. I am very appreciative of your support as I give my voice to the issues we face. As a regional body, we have been making some difficult decisions, and doing that constructively and creatively. We are doing well."

There being no further business, the meeting was adjourned at 3:51 PM.

Respectfully Submitted,
Phil Summerlin, Secretary