

LOUISIANA CAREER DEVELOPMENT ASSOCIATION
MINUTES OF SUMMIT/GENERAL MEETING
12:30 p.m., Tuesday, October 9, 2012

LCDA met Tuesday, October 9, 2012 at the L'Auberge Casino Resort Lake Charles as part of the LCA Conference. Michelle Waguespack, President, called the meeting to order at 12:30 p.m. Sharon Walker, Secretary, took the minutes and will send the minutes to Michelle via email to disperse to the members.

There were approximate 13 members present at the meeting.

1. Call to Order – Michelle Waguespack, President
Michelle welcomed everyone to the meeting and had each person present introduce themselves to the group.
2. Reading of the Minutes-Sharon Walker, Secretary
Sharon Walker read the minutes from the September 19, 2011 general membership meeting. Angela Murray moved they be accepted as read. Ashley Allen seconded the motion.
3. Treasurer's Report
Treasurer Ellen Bush Miller was not present so Michelle handed out and explained the Treasurer's Report. There is \$5,908.20 in the LCDA account with all known income and expenditures accounted for as of this date. Sharon Walker moved to accept the Treasurer's Report. Joan Gallagher seconded the motion.
4. Spring Conference 2013 Report by Laura Fazio Griffith, President Elect
Laura handed out a flyer giving details of the Spring Conference.
The 2013 LCDA Spring Conference details:
Date: Monday, April 15, 2013; 8:30-4:00 p.m.
Place: Mockler Beverage, Baton Rouge
Theme: The Past, Present, and Future Legacy of Career Development
Laura noted that in order to secure the Mockler Beverage conference center at no charge, the LCDA spring conference will be held on a Monday, instead of the traditional Friday.

Joan Gallagher brought up a question regarding the \$170.0 that is remaining in the scholarship fund for students and graduate counseling program faculty to attend the Spring Conference. A discussion ensued. It was determined that the \$170.00 will be offered to graduate students and faculty to attend the 2013 Spring Conference at no charge.

Laura will send out the Request for Proposals within 2 weeks to all LCDA members as well as LCA members.

5. Elections Update – Angela Murray, Past President
Angela stated that the election taking place in the spring of 2013 will be for:
President-Elect and
Member-At-Large (1)
She asked that any member wishing to nominate someone for these offices, email her at amurray@lsu.edu

6. Career Month – November

Michelle stated that the chairperson for the Career Month has resigned so we do not currently have a Career Month Chairperson. She suggested that everyone go to the NCDA website for ideas of what activities to plan.

Michelle will email all LCDA members with details and NCDA website information.

Suggestions by members included:

- a. Have a Career Month Tool Kit on the LCDA website
- b. Put announcement and details on LCDA LinkedIn page
- c. Michelle stated she would obtain the Governor's proclamation that November is Louisiana Career Month.
- d. Michelle stated that there is a Career Month poster available for download on the NCDA website.

7. **SUMMIT** (for CEU)s: "Networking on the Net" presented by Michelle Waguespack and Angela Murray

Michelle described the NCDA website:

- a. Encouraged everyone to join NCDA; however, most of the resources on the NCDA website are free with no membership required.
- b. Guidelines for Ethics
- c. Resource Links for military, voc-rehab, K-12, university career counselors, webinars, conferences, books, Career Convergence and Best Practices for Assessments

Angela described the LCDA website at lacareerdevelopment.org:

- a. Minutes of general membership meetings and board meetings
- b. List of Board and contact information
- c. Career resources
- d. Annual spring conference information and call for proposals
- e. LinkedIn.com

8. New Business

- a. Michelle suggested that LCDA have an informal social get-together in December similar to the "Cocktails and Careers" event held at the NCDA Annual conference. Michelle will follow up with membership about this event.
- b. Joan Gallagher suggested that LCDA sponsor a content session at every LCA Annual Conference to present information to graduate students and other LCA members regarding: resume writing, interview preparation, networking in job search and at conference and other topics beneficial to members. Joan volunteered to send in Proposal and get with Diane Austin to make sure it is offered on the first day of the LCA Conference (Sunday).

Meeting was adjourned by Michelle at 1:30 p.m.

Minutes submitted by Sharon W. Walker, Secretary