



Asia Pacific Career Development Association

FALL RETREAT SESSION

November 24, 2015

1:00 PM-2:30 PM

Present: In person-Marilyn Maze, Shelley Tien, Soonhoon Ahn, Diana Bailey

Via phone/GoToMeeting- Cheri Butler, Satomi Chudasama

FINANCIAL UPDATES

Marilyn reviewed the balance sheet and conference expenses.

- Discussion about paying back Soonhoon for her loan of \$5000. Marilyn also paid expenses of \$913 that have not been reimbursed. Diana moved and Cheri seconded that loans from Soonhoon and Marilyn be paid back -50% this fiscal year and 50% next fiscal year.
- The Officers agreed that insurance which covers international board of directors would be for APCDA to have. Cheri moved that we pursue insurance for the board. Satomi seconded. Marilyn will continue to investigate the current costs. In 2013, this type of insurance was offered by a Canadian company for \$950.
- The largest part of the budget for this year is the conference, plus minor operational expenses. We are still trying to understand the conference expenses and potential income.
- Marilyn will reach out to past sponsors and vendors to see if they want to exhibit again. Shelley will also seek local vendors in Taiwan. PAC will be a vendor, perhaps a sponsor. Marilyn will create a Sponsor Flyer for Shelley to use in Taiwan.

Dates for Newsletters: The deadlines are posted on the website under News.

Webinars 2016:

- We reviewed speaker/presenter evaluations from 2015 conference and identified some of the highest rated ones.
- Roberta Neault offered to provide a webinar for those in Nepal who could not attend the conference. Nepal would be the priority for 2016. Marilyn will reach out to them and ask if they want a webinar.
- Deb Osborne received the highest scores and would be easily ready to provide a webinar in the "CIP". This would be our second priority.
- Cheri recommended Danita, Lisa, and Sungsik. Nancy Author would be excellent if we could get her. Mary McMahon also gave some well-received presentations.

2017 CONFERENCE

Keynote Speaker Options:

- Jim Bright told Shelley he was coming, but has not responded to Marilyn. Cheri suggested that we work thru Andrew to get to Jim Bright, or Carole Brown (Australia)
- Carol Vecchio may be another option
- Dr. Josefina Santamaria (a Philippine leader in career planning) has agreed to speak if she is able – she is quite elderly and may not be able to do it in 2017.
- We believe we can get an economist from the Asian Development Bank to speak on the workplace of the future, but the actual person has not yet been decided.

Conference 2016

- Need Officer arrival dates to reserve hotel rooms. If Board members who are not Officers want to stay on campus, they should also provide their arrival dates.
- Shelley has several graduate students doing research on conference logistics (tours, snacks, t-shirts, etc.)
- See attached schedule
- Wednesday we will offer 2 simultaneous tours of a college and a vocational center using 2 smaller buses.
- All 4 lunches (Wednesday through Saturday) will be in the same café in the basement of the building where we will meet. This café is inexpensive and lunches will be easy to manage.
- On Wednesday and Saturday, we only pay for lunches for people in the PDIs.
- We want Shelley's students to plan a Meet up from 6-8PM on Wednesday – perhaps we can meet at NTNU and walk to a Night Market.

The formal meeting adjourned 2:15 PM.

The informal work session re Conference 2016 continued.

Respectfully submitted,

Diana M. Bailey
Secretary