

APCDA Officer Meeting September 22/23, 2016

Present: Narender Chadha, President;; Cheri Butler, Past President; Brian Hutchison, President-Elect; Andrew Rimington, Treasurer; Marilyn Maze, Executive Director

Financial Report

| ASSETS | 9/30/2013 | 9/30/2014 | 9/30/2015 | 8/31/2016 |
|--------------------------|-----------------|-----------------|-----------------|-----------------|
| Checking | \$2,279 | \$17,564 | \$36,681 | \$56,591 |
| PayPal | \$200 | \$1,377 | | |
| TOTAL ASSETS | \$2,479 | \$18,941 | \$36,681 | \$56,591 |
| LIABILITIES | | | | |
| Loan from Soonhoon | \$2,000 | \$5,000 | \$5,000 | \$2,500 |
| Expenses paid by Marilyn | \$2,533 | \$1,964 | \$1,203 | \$1,059 |
| TOTAL LIABILITIES | \$4,533 | \$6,964 | \$6,203 | \$3,559 |
| OVERALL TOTAL | -\$2,055 | \$11,977 | \$30,478 | \$53,031 |

| | Budget | Actual to August | Percent |
|-----------------|----------|------------------|---------|
| INCOME | \$40,890 | 53,046.16 | 129.7% |
| EXPENSES | \$37,433 | 30,261.53 | 80.8% |
| Net Difference: | \$3,507 | 22,784.63 | 649.7% |

We are very grateful to Shelley Tien, who recently convinced NTNU to send us \$6262 to pay for conference expenses. These funds, which do not show on this report because they arrived in September, mean that this year's conference had income of \$27,992, the highest ever and it was the largest ever.

Our savings are above \$60,000 at the present, and our checking account offers no interest. At the previous Board meeting, we discussed investing some of our savings in an interest-baring account. Marilyn researched banks in the US that offer Certificates of Deposit which are insured by the US government (FDIC) and found these:

CD rates 7/27/16

| | 1 year | 2 year | Amount |
|----------------|--------|--------|--------|
| PNC Bank | 0.15 | 0.31 | 25000 |
| SECU | 1.05 | 1.25 | 500 |
| Ally | 1.05 | 1.30 | 25000 |
| CIT | 1.16 | 1.22 | 1000 |
| First Internet | 1.15 | 1.35 | 25000 |
| Sallie Mae | 1.25 | 1.25 | 2500 |

Before this meeting, she started at the bottom of this list to find one that offers Business accounts. First Internet Bank does.

Resolved that APCDA will invest \$15,000 in a 1-year CD and \$15,000 in a 2-year CD offered by First Internet Bank. The signers on this account will be Marilyn Maze, Executive Director, and Brian Hutchison, President-Elect.

Discussion:

First Internet Banks asks the signers to agree as follows:

“By the signature below, I(we) agree to the terms and conditions of your Business Deposit Application and acknowledge receipt of the applicable disclosures. I (we) also understand that this is an application for an account with First Internet Bank of Indiana and is subject to approval. In accordance with the USA PATRIOT Act of 2001, First IB may request additional information or documents to be submitted in order to verify my (our) identity prior to opening an account. Every authorized signer listed above and signing below understands and agrees that First Internet Bank of Indiana may verify credit and employment history by any necessary means, including preparation of a credit report by a credit reporting agency.”

We discussed that this bank is good for us because it is online, so any one of us could access the account. However, it might be easier if both signers live in the US, because it is located in Indiana and asks for a Social Security number. Marilyn suggested that Brian will be a “President” for the coming 3 years, so, if he is a signer, we would not have to change signers for 3 years.

We discussed the amount to put into a 1-year CD and the amount in a 2-year CD, given that the 2-year rate is much better than the 1-year rate. Our expenses last year were \$30,000, so keeping at least \$30,000 in the checking account would allow us to have enough cash so we could operate for a year if we had no income. Few corporations keep that much cash on hand. If we did need the funds in the CDs, we would forfeit the interest. This is not a big penalty, given that we currently earn no interest on our funds. We agreed that in future years, we will keep the \$15,000 in the 1-year CD and place new investments in 2-year CDs.

This resolution was passed by unanimous agreement at a duly scheduled meeting of the Officers of the Asia Pacific Career Development Association on the 22 day of September, 2016. The Officers instruct the Secretary, Diana Bailey, who was not present, to certify this resolution on the form provided by First Internet Bank.

Webinars (report by Marilyn)

| FY 16 | Date | # Registrants | Income |
|---|-----------|---------------|--------|
| Critical Ingredients for Career Interventions | 1/27/2016 | 16 | \$350 |
| Integrative Structured Interview Process | 3/2/2016 | 13 | \$290 |
| Cognitive Information Processing Theory | 8/23/2016 | 15 | \$340 |
| Total Income | | | \$980 |

FY17

- Career Readiness Program of a Private University in Pakistan, October 12, 2016
- An Overview of Education and Career Guidance (ECG) Implementation in Singapore, December 7, 2016
- A Paradox of Labor Market in Gulf Cooperation Council (GCC): Increasing Student Employability, January 16

- Chinese Returnees' Conceptions of Positive Career Outcomes after Graduating from Australian Universities, February 21, 2017

Presentations at Conferences

- IAEVG in Spain – Andrew and Raza will attend, and will be there with Abdulla Al-Mansoori, Director of the Qatar Career Fair.
 - NCDA – deadline Oct 4. Possible topics could be>
 - Asian/Pacific NEET Problem
 - When ages get out of balance
 - Career development at the extremes
 - Entry/exit pains
 - Middle-life crisis
 - Managing Career Transitions into and out of the Global Workforce
- Marilyn will write of possible presentation proposals and circulate them for revision.
- IAEVG in Spring in China? – Andrew explained why Australia will not be the host, but we have not heard that China has been accepted for Spring 2017.
 - ICCDP – No one on the call said they would be in Seoul
 - CDAA – Will be held immediately prior to the APCDA Conference. Andrew will be there, and Marilyn is planning to attend and propose to present on Career Planning in Asia (a summary of information presented at our conferences and in our newsletters).

2017 Conference

- Theme: Customizing Career Services: Issues and Challenges
- Sunday Tour: Ft Santiago and Old Manila
- Monday Keynote: Career Planning in the Philippines: Retrospect and Prospect, Dr Josephina Santamaria
- Tuesday Keynote: The Workforce of the Future, Dr Regina M. Hechanova
- Wednesday Keynote: The Chaos Theory of Careers (CTC), Jim Bright
- Tours: Asia Development Bank and University of Santo Tomas Career Center
- Conference Hotel: Oracle Hotel – Marilyn is negotiating for a block of rooms for the Officers and the Board

2018 Conference

- Theme: Connecting Career, Family, and Society
- Opening Keynote: Dr. Shuh-Ren Jin - The Wisdom of Traditional Eastern Cultures in Career Counseling
- Middle Keynote: Dr. Richard Young - Action: What It Is and Why It Matters in Career Counselling
- Closing Keynote: Dr. Norm Amundson - Hope-Centred, Actively Engaged Career Development
- Finances: Air ticket for Dr. Young paid by NEDP
- All keynoters invited to stay and speak at CCDA Conference

APCDA Scholarly Biennial Journal (Brian reported)

- Last Board Meeting we passed this motion: to create a workgroup to explore organizing a journal – create a document outlining the steps needed to create a journal.
- Will use a peer review process
- Indexed with SSCI

- Need an editor
- Need a budget for the editor: could use to hire staff, travel to conferences
- 6-12 articles per issue
- 10-12 reviewers
- Assume 20% acceptance rate
- Explore whether we can have a well-formatted journal just using Wild Apricot webpages
- Sections:
 - Research
 - Theory
 - Practice
 - Profile (people in the region who have made important contributions)
- Find a publisher who will take over the marketing - Narender has some ideas and will pursue this

Increase Membership & Visibility

- LinkedIn Constituency Groups

Marilyn reported that these volunteers are standing by, ready to begin working with their constituency subgroups.

 - Workforce/Government – Gerald Tan
 - K-12 – Esther Tan
 - University – Julie Neill
 - Business & Industry – Connie Pritchard
- Diplomatic Corps – Should we ask members who travel a lot internationally to be part of an APCDA Diplomatic Corps?
 - No – provide a Tool Kit to all members and encourage them to reach out to others to join APCDA
 - Write a promotional piece about types of membership in APCDA for country newsletters – Andrew asked for this for Australia.

Increase Membership & Visibility

- New professionals to receive free membership for a year
 - Marilyn will create a document explaining the offer and how to use it (Wild Apricot has a “discount code” that can be include in this document). She can share this with anyone we think should have this offer.
 - Definitely offer this to universities and training associations who are Organizational Members
 - Provide this offer to each Country Director so they can share it with universities in their own county
 - Also provide a similar document to the conference host for use with local people (not just recent graduates, but any person in that country).
- Press Releases for new Officers and Directors – Brian created a sample on for Narender and Marilyn will use that as a model for the other new Officers and Directors