

APCDA Officers Meeting

February 8/9, 2021



President's Message

- Do the Officers have anything Sing Chee should mention in the Video?
- Telling others about the Hubilo platform stimulates interest in the conference
- The Conference registration is good so far!
- Hope all of the leadership can attend.
- Happy Lunar New Year!

Financial Report – See attached

- Both Income & Expenses increased to include the donation for Staff Professional Development
- We have begun to receive income from conference registration
- Who could we ask to complete a Financial Review for this fiscal year? Who has some knowledge of business accounting?
 - Phoenix
 - Allan
 - Momoko
 - Claire Ouyang

Discussion topics

- Staffing for the Conference
 - Conference Planning Team will serve as Hosts and have volunteered for various positions.
 - Are there any roles that the Officers would like to take
- APCDA Year in Review Video
 - 5 Min max
 - Intro from Woongtae, Sing Chee at the end, also comments from Satomi
 - Accomplishments to highlight
 - 2020 Conf – first virtual conference
 - more webinars (we added the Member Mentoring series
 - Ethical Guidelines
 - Glossary in Arabic (list others too),
 - regional discussions,
 - Pandemic

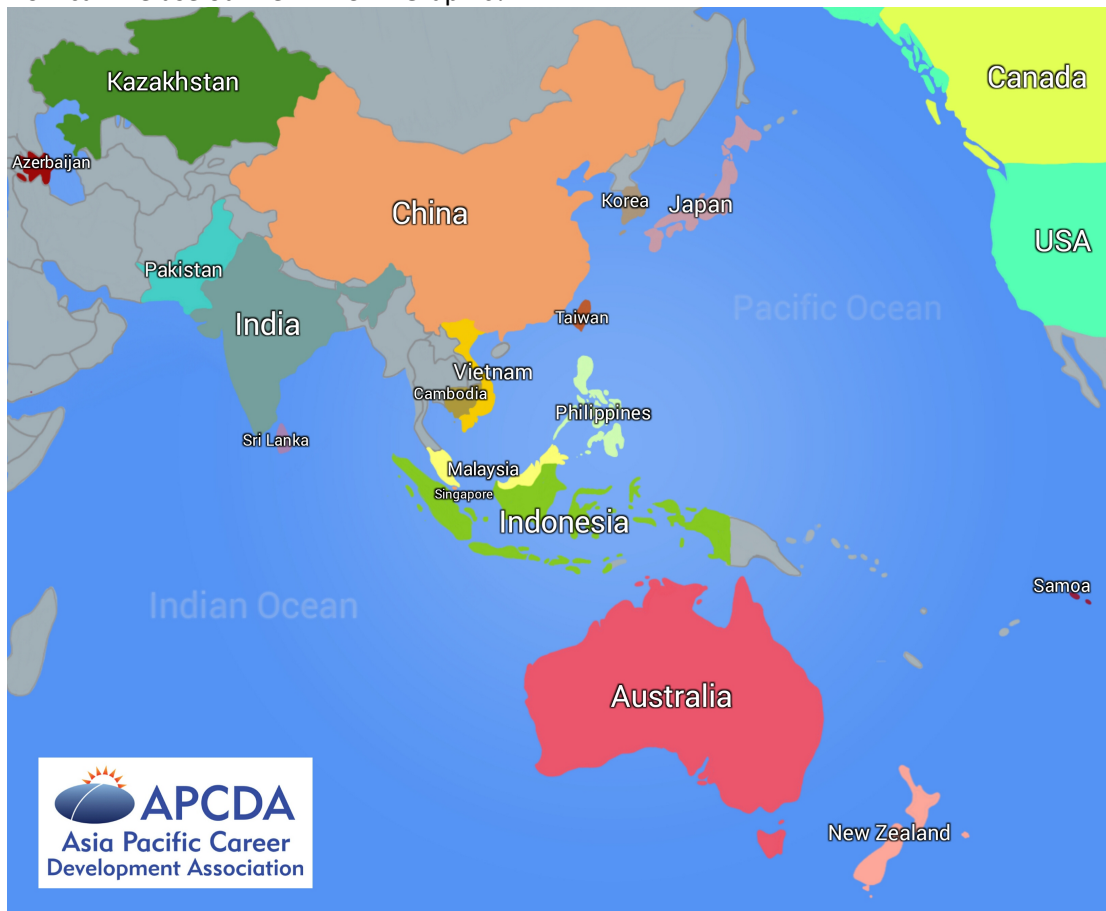
- One new country and several new leaders

Staff reports

- Past Webinars

Date	Title	# Reg	# Atnd	Income
15-Oct-20	Chinese Parents Leading the Way	23	10	\$30
21-Oct-20	An Evidence-based Review of the Singapore Career Development Standards	19	13	\$235
4-Nov-20	What Brings You to Life?	28	15	\$25
16-Nov-20	ReimagineU	38	22	\$85
3-Dec-20	The Past, Present, and Future of Career Counseling	20	11	\$115
21-Jan-21	Ethical Dilemmas	16	10	\$10
27-Jan-21	Peer Supervision	10	6	\$60
	Total			\$560

- Future Webinars:
 - Feb 10 Virtually Excellent 2.0 by Elizabeth Sanders Park (free)
 - Feb 23/24 Reimagining our Future by Rich Feller (Free)
 - Mar 9/10 Advocating for Career Development by Nancy Arthur (Paid)
 - Mar 21/22 Ethical Dilemmas by Vandana Chopra (Free)
- How can we use our new APCDA Graphic?



- Use in the Video – add faces of Country Representatives

2021 Conference

- Hubilo platform setup progress:
 - Interest matching tool
 - Presenters/speakers and leadership attendees
 - Presentations
 - Sample vendors
 - Lounge tables
 - Contests
- Schedule
 - Opening: May 19: Awards Ceremony, Member Meeting, Tour of the event platform
 - Get-Acquainted Days: May 20-24: Conversations Matter
 - Full Conference Days: May 25, 27, 29
 - PDI Days: May 26, 28
 - Recorded Sessions Available: May 30 – June 29
- Registration: 66 registrants (15 freebies)
- Scholarships - 5 (Feb 15 Deadline) and Awards – 1 (March 15 Deadline)
- Event Orientation: video and PDF
- Conference Attendance

	2019 Conference				2021 Conf	
	Paid	Income	% Paid	% Income	Paid	Income
Through Jan	28	\$11,155	15%	16%	51	\$7,900
Feb	69	\$25,816	38%	37%		
March	42	\$15,990	23%	23%		
Apr before deadline	24	\$9,250	13%	13%		
Late reg	15	\$6,320	8%	9%		
At conference	5	\$1,220	3%	2%		
	183	\$69,751	80%			

If this year is like 2019 and the registrations received through January represent 15% of the total, we can expect about 340 paid attendees this year.

Other?

- Schedule Change: We want to change the Officer/Board meeting schedule to allow more time to prepare the financial reports. Sing Chee asked that we continue to use the same date every month (for example, now we select the second Tuesday every month). We want to survey the entire Board to be sure we select a schedule that will be good for everyone.