



APCDA Board Meeting

Aug 21/22, 2023

President's Message (Momoko)

- This is the last Board meeting of this fiscal year
- We are pleased to have held our conference in hybrid format for the first time in Kazakhstan and online.
- The hybrid format is difficult to manage and we would like to accumulate know-how as this format becomes the standard in the future.
- We would like to continue to improve our Hybrid format.

Treasurer's Report

- **2023 Conference (the 2023 conference budget is attached)**
 - The conference appears to have earned \$3033 net income, but we licensed Whova in FY22 for \$4450, so the real net is a loss (-\$1417).
- **FY23 (financial statements for FY23 through July are attached)**
 - The past 3 years have been an adventure for us and we continue to try to provide excellent content and accessibility on a budget. We keep trying to find ways to serve our members with all of content we provide with a very low budget.
 - As you look at the conference numbers, we strive to budget realistically. But this year was exceptionally poorly attended. In the recent past we have never had such a small conference and we were surprised this year.
 - Gift from Drs. David Reile & Barbara Suddarth of \$15,000
 - Purpose: to pay The Gender Lab to conduct 2 webinars and design instructional materials for us (\$12,000)
 - \$3000 is income for us
 - To date, \$6000 has been sent to Gender Lab.
 - Comments
 - Looking at the income and expenses, the conference appears to have earned \$3576 net income, but we licensed Whova in FY22 for \$4450.
 - Although this conference was not a financial success, it supported a part of our region and we are proud to have supported APCDA's mission in this way.
 - Appreciate the leadership and restraint in fiscal management.
- **FY24 Budget (the FY24 Budget is attached)**
 - This budget is conservative and assumes only that the 2024 conference is as well attended as the 2023, which was the least attended of our conferences in many years.
 - We are planning to cut the in-person conference prices by 25% this year to attract more in-person attendees.
 - The conference budget this year is very conservative. It shows a profit for the conference and shows us a path that will bring us through this.

- The 3 years that the conference was virtual, we did very well financially. This year, with the return of in-person, we were surprised by the low attendance. Will this continue? We don't know, but we believe it will change this year.
- The Board recommends providing more information about the low cost of travel to Kerala.
- We are very reliant on income from our conference. We need other income streams. We should add this topic to our future goals discussion.
- Allan moved to approve the budget. Momoko seconded. The budget was approved unanimously.

Discussion: MOU with Mr. Syed Iqbal

- In this MOU, APCDA is agreeing to inform members and friends about the projects of his employment agency and to provide introductions, as we are able, to relevant people in the countries he is working with.
- Mr. Iqbal is CEO of Maryland Works, which is also a non-profit and finds employment opportunities for people with disabilities, so we believe Mr. Iqbal knows a significant amount about this field and is sincere in his desire to help others.
- This proposal focuses on what APCDA can do (the areas of overlap between APCDA and the employment agency). But this MOU will expose APCDA to a larger audience. We would have a positive impact on career development in several countries. It would expand our network in these countries and build APCDA's brand as an impactful body. There is a potential for some APCDA members to benefit financially from this effort.
- We believe the prototype would be to identify talented youth in Pakistan and identify employers in Japan who would like to hire these youth. But we expect this model to be expanded to other countries when he is comfortable doing so.
- The Board is clear that the money he is investing is NOT a gift to APCDA. Mr. Iqbal is using his personal funds to make a substantial investment to build his own non-profit employment agency.
- We need to make it clear that we must review each project before endorsing the project.
- We need his company to cover our expenses for reviewing each proposal, including lawyer fees to review this proposal. It must be clear that the cost of the review is charged whether or not we support the project.
- It would be helpful to understand his timeframe.
- We will post the MOU on Tradewing and ask all Board members to comment on the MOU.

Staff Reports:

- APCDA Software Infrastructure (Marilyn)
 - Report on Tradewing is on our website. Please read it. Based on that analysis, we will discontinue Tradewing at the end of the contract year (which ends in December). We can purchase a separate Zoom link for committees that need one for much less.

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|-----------|-----------------|
| Tradewing | Zoom |
| \$3,000 | \$150/committee |

- Our current software provider is WildApricot and they have raised their fees substantially. Our website looks old. We would like to use this opportunity to get a more updated software provider and website.
- We have chosen Member365 to replace WildApricot. We will also need a website host because the website is not included with Member365. Having a separate website will allow us to update our look without changing databases in the future.

| | WildApricot | Member365 |
|------------|-------------|-----------|
| Annual Fee | \$4752 | \$4188 |
| Start Up | 0 | \$2000 |
| Website | 0 | \$384 |

- Added Features in Member365:
 - Modern website
 - Member Engagement data
 - Corporate grouping (for purchase orders and other uses)
 - Tradewing-like user side, including Committee resource pages
 - Certificates
 - Free Images
 - Webinar evaluations
 - Stripe instead of AffiniPay
- Connie moved that we accept the Member365 proposal, Nila seconded. The Board approved unanimously.
- Summer Survey
 - Member Survey 135 responses
 - Friend Survey 96 responses
 - Summary available soon
- Webinar Report (Arun)

| Date | Session Title | Type | Reg # | % Atnd | Income | Prior Knowledge | Content | Clarity |
|-----------|---|------|-------|--------|---------|-----------------|---------|---------|
| 6-Oct-22 | Career Trends Observed by HR Managers | F | 20 | 40% | \$0 | 2 | 3 | 4 |
| 17-Nov-22 | Career Construction Counseling: A Case Conference | P | 56 | 84% | \$3,950 | 2.3 | 3.6 | 4 |
| 8-Dec-22 | Tips & Techniques for a Great Career Fair | F | 44 | 36% | \$10 | | | |
| 5-Jan-23 | Mental Health in the Workplace: A Facilitated Discussion | F | 33 | 36% | \$10 | 2.3 | 3.3 | 2.7 |
| 16-Jan-23 | Careers in Space | P | 33 | 58% | \$240 | 1.5 | 3.8 | 3.9 |
| 9-Feb-23 | Remote Career Coaching: A Facilitated Discussion | F | 45 | 36% | \$10 | 2.2 | 3.2 | 3 |
| 23-Feb-23 | The Future of Career Development Services | P | 33 | 45% | \$253 | 1.7 | 3.5 | 3.6 |
| 2-Mar-23 | The Latest in AI for Career Services & Hiring | F | 81 | 57% | \$140 | 1.8 | 3.6 | 3.4 |
| 16-Mar-23 | Fostering Culturally Diverse Leadership & Migrant Workforce | F | 25 | 60% | \$0 | | | |
| 31-Mar-23 | Climate Change and the Future of Work: Challenges and Opportunities | F | 46 | 48% | \$30 | 2 | 4.4 | 4 |
| 14-Apr-23 | Career Construction Theory and the Human Web * | F | 19 | 95% | \$0 | | | |
| 6-Jun-23 | ChatGPT: Kryptonite or Superpower of | F | 72 | 38% | \$150 | 2 | 4 | 4.4 |

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|---------------------|---|---|------------|------------|----------------|----------|------------|----------|
| | Career Practitioners? | | | | | | | |
| 15-Jun-23 | 7 Practice Supervision Approaches to Support Career Development | P | 59 | 28% | \$80 | 2 | 3.4 | 3.9 |
| 6-Jul-23 | Building an Intersectional Lens for Career Counseling, Part 1 | F | 47 | 38% | \$1,510 | 1.8 | 4.4 | 4.2 |
| 20-Jul-23 | Greening and Growing | P | 22 | 36% | \$90 | 2.3 | 5 | 5 |
| | Total | | 635 | 49% | \$6,473 | 2 | 3.7 | 3 |
| * Sponsored by JCDA | | | | | | | | |

2024 Conference Plans

- Reinvention 5.0
- April 15 – 19 Virtual Presentations
- April 24-27 Trivandrum, Kerala, India
- TechnoPark
- \$6000 sponsor package from Kerala Knowledge Economy Mission (KKEM)
- Keynoters: Dr. Brian Hutchison (in-person) and Dr. Britt Andreatta (virtual)
- Tour of Indian Space Museum and Weavers’ Workshop

2025 Conference Plans

- Shanghai, Hosted by PAC (Ivy Liao and Carry Shen)
- Two possible universities: one is first class, but would charge; other is a teacher’s college and would be happy to have us
- Want speakers on “Precise Employment.” Definition: “Precise Employment” means we would like to have our students find the job which is right for them. And companies can find the right employees for themselves.
- Also “Laying Flat” which means young people who reject workplace competition.
- Recommended Keynote Speaker: Alaina Levine for Precise Employment and Dr. Shu Ren Jin for “Laying Flat.”

Discussion: FY24 Goals

- This discussion was postponed until the next meeting due to lack of time. Please review the Future Goals before the next meeting. They were developed in 2021, and we may need to add new ones and delete old ones.