

CPA - Counselling Psychology Executive Meeting – Minutes

April 17 (Friday) 2026 at 9 am – 10:30 am (Pacific Time)/10 am (Mountain Time)/12 pm (Eastern Time)

Present: Kirby Huminuik (past-chair), Danika Overmars (chair), Jon Woodend (Secretary-Treasurer), Sonya Flessati (member-at-large: Convention Submission Review Coordinator); Danielle Shinbine (student representative), Janet Miller (newsletter editor).

Regrets: None

Positions Unfilled: Chair-elect; Member-at-large: Awards coordinator.

Item	Action	Person(s) Responsible
1. Welcome		
2. Approval of Agenda and Minutes from Last meeting a. Called to approve agenda: Motion passed b. Approval of March minutes	Upload approved minutes	Jon
3. Section Newsletter – Kaleidoscope a. Issue before the convention i. Feature articles needed	Reach out to contacts and send drafts to Janet	Executive members
4. Budget Planning a. Budget updates i. Maintaining strong financial position ii. 2026-2027 Budget:	Inform CPA head office of previously approved activities	Jon

1. Submit request to CPA for both working group research assistant AND research project incentives		
5. Webinar Series a. Sonya provided a webinar – 62 registered. Recording will be released to those who registered. b. Put out a call for members to suggest a topic/offer to facilitate a topic c. Devin is the point of contact for setting up webinars.	Call post-convention	Danika
6. CPA (2026) Convention a. Find reviewers for poster session once the convention schedule is released b. Executive members continuing on/moving roles: i. Past-Chair: Kirby will stay on in this role (until 2027) ii. Chair: Danika will stay on in this role (until 2027) iii. Member-at-large: Convention Submission Review Coordinator: Sonya's term is ongoing iv. Member-at-large: Awards coordinator: Jon will complete this term (until 2027) v. Past-Student Representative: Danielle will move into this role vi. Newsletter editor (non-executive member): Janet will stay on in this role	Call in newsletter and personal call to previous adjudicators	Danika/Kirby

c. Executive members needed: i. Chair-Elect ii. Secretary-Treasurer iii. Student Representative		
7. Awards Planning a. Student awards: i. Scoring rubric needed for student travel awards (potentially use scores from convention abstract review) ii. Consider increasing amount available in future years for travel awards iii. Doctoral review underway, extended call for undergraduate and master's awards iv. Deadlines for all awards is May 1st b. Distinguished member award – no nominations from membership. Executive members will consider nominations.	Reach out to potential nominee	Danika
8. Date for Next Meeting & Adjournment a. 22 May at 10:30 am PT/11:30 am MT	Send meeting link	Jon

Minutes prepared by: Jon Woodend