

CPA - Counselling Psychology Executive Meeting – Minutes

Aug 14 (Friday) 2026 at 10:30 am (Pacific Time)/11:30 am (Mountain Time)/1:30 pm (Eastern Time)

Present: Kirby Huminuik (past-chair), Danika Overmars (chair), Erika Horwitz (chair-elect), CJ Park (Secretary-Treasurer), Jon Woodend (member-at-large: awards coordinator), Danielle Shinbine (student representative), Ronak Rai (student representative).

Regrets: Sonya Flessati (member-at-large: Convention Submission Review Coordinator), Janet Miller (newsletter editor).

Item	Action	Person(s) Responsible
1. Welcome & Introduction		
2. Approval of Agenda and Minutes from Last meeting a. Called to approve agenda: Motion passed b. Approval of May minutes	Upload approved minutes	Jon & CJ
3. Admin a. Reminder to sign code of conduct b. Updated photos for website c. Role transitions	Send photos for website to Danika; Danika will forward them to the web manager	Danika
4. Budget Update a. CP Definition Working Group is awaiting approval for RA contract		
5. CPA (2026) Convention a. Photos folder has been shared		
6. CPA (2027) Convention		

a. To be discussed in the next meeting		
7. Newsletter Update a. Next issue i. Tentative timeline 1. Submission: Oct 9 2. Publication: early to mid Nov		
8. Webinars a. Call out to members b. Discussed possible topics c. Tentative timeline: October	Send call out to members	Danika
9. Survey for Members (Needs Assessment) a. Reviewed the purpose of the survey b. Discussed potential questions to include in the survey		
10. Student Representative Updates a. Discussed ideas to engage student members	Brainstorm ideas for student engagement	Danielle & Ronak
11. Date for Next Meeting & Adjournment a. Proposed pre-determined meeting schedule for the year	Upload meetings minutes Send a Doodle poll to schedule monthly meetings	CJ Danika

Minutes prepared by: CJ Park