



CITY CLERKS ASSOCIATION OF CALIFORNIA  
EXECUTIVE BOARD MEETING  
Conference Call – 916-658-8212

**MINUTES**  
**Wednesday, August 10, 2011**  
**10:00 a.m.**

**1. CALL TO ORDER**

President Johl called the Executive Board Meeting to order at 10:00 a.m.

**2. ATTENDANCE/EXCUSED ABSENCES**

**a. Approval of Absences:**

- Dawn Abrahamson, Legislative Director
- Lucinda Williams, Treasurer
- Lori Martin, Central Division Chair
- Nanci Lima, Central Division Trustee
- Lisa Pope, Past President

**b. Roll Call:**

- Randi Johl, President
- Shirley Concolino, First Vice-President
- Jamie Anderson, Second Vice-President
- Cindy Van Wormer, Recording Secretary
- Mitzi Ortiz, Communications Director
- Joann Tilton, Professional Development Director
- Margaret Wimberly, Northern Division Professional Development Representative
- Dana Davidson, Central Division Professional Development Representative
- Pat Hammers, Southern Division Professional Development Representative
- Lorrie Brewer, Northern Division Chair
- Juana Laur, Southern Division Chair
- Patrice Olds, Northern Division Trustee

- Kimberly Rodrigues, Southern Division Trustee

**Also present:**

- Lorraine Okabe, League of California Cities
- Colleen Nicol, IIMC

### **3. UNFINISHED BUSINESS**

#### **a. Review Proposals for Handbook Revision (Johl)**

President Johl reviewed the proposals for the handbook revision. E-mail votes were received from Legislative Director Dawn Abrahamson (for Pamyla Means), and Central Division Chair Lori Martin and Central Division Trustee Nanci Lima (for Lee Price). It was believed that either of the proposers would do a good job but it was noted that Pamyla has always been timely and thorough in the past and it was believed that her approach and style will give the Board a better product. Johl felt that there may be some ability to reduce the cost if the Board chooses Pamyla's proposal. There is \$3,000 budgeted for the revision and once the handbook is completed there will be money from sales to make up the difference.

*Concolino moved and Tilton seconded a motion to preliminarily approve hiring Pamyla Means to do the handbook review and to authorize President Johl to negotiate a reduced price. The motion carried unanimously.*

Johl stated that she would contact Means and send out a final price to the Board for an e-mail vote. Nicol noted that she has the comments from the three retired clerks who did the original review and can ship them to Means.

### **4. ADJOURNMENT**

President Johl adjourned the meeting at 10:16 a.m.