



**MINUTES**  
**CENTRAL CALIFORNIA CITY CLERKS ASSOCIATION**  
**Executive Board Meeting**  
**Wednesday, March 4, 2009**

1. CALL TO ORDER – the meeting was called to order at 2:36 p.m.
2. ROLL CALL – Nanci Lima, Chair; Rebekah Barr, 1<sup>st</sup> Vice President; Lori Martin, 2<sup>nd</sup> Vice President; Rhonda Greenlee, Treasurer; Nancy Lilly, Trustee; Dana Davidson, Immediate Past Chair; and Louise Hudgens, Secretary (logged on at 2:43 p.m.).
3. COMMUNICATIONS
  - a. Points were approved for March 19, 2009 meeting.
  - b. Nanci reported that Chris Moore was retiring and that she would purchase a retirement gift at Lowes: \$50 gift card plus mat and frame for photo.
4. BUSINESS
  - a. Approval of Executive Board Minutes from January 8, 2009.  
Corrections: 4b Remove the word on and 4g should be 'would be'  
Motion by Dana, seconded by Lori and approved amended minutes by affirmative vote.
  - b. Appoint Nominating Committee  
According to By-Laws, Nanci Lima and Nancy Lilly are on Nominating Committee. Nanci will ask for a volunteer at General Membership meeting. If none received, she will ask Patrice Hildreth of Porterville to serve on committee.
  - c. Division Raffle Basket for State Conference  
Dana said that the CCAC is asking each division to donate silent auction items at valued not to exceed \$150. Proceeds from March 19 General Membership meeting will be used to purchase the silent auction. Louise was instructed to request non-attendees to make donations to be sent to Rhonda.
5. REPORTS
  - a. Treasurer's Report (Rhonda Greenlee)  
Rhonda was directed to cash in smaller of two (2) CD's.  
Motion by Rebekah, seconded by Dana and approved by affirmative vote.

- b. Newsletter Update (Nanci Lima)  
Margaret Wimberly is new contact for newsletter. Article by Chris Moore did not get in last addition. Lori had been updating web site as much as she could.
- c. Legislative Committee Report (Rebekah Barr)  
League of California Cities Policy Committee meeting was held in January. Discussed guidelines for setting up strategic goals.  
FPPC new gift legislation was discussed.  
Shalice Reynoso suggested that each City clerk contact their local legislators and introduce themselves.
- d. Hospitality Committee Fundraising (Roberta Gafford/Nancy Lilly)  
Nancy reported that she had been in touch with Roberta. Delta Micro Imaging had donated \$500 Gift Certificate to any Four-Sisters Inns located along the coast and wine country. Be sure that they are given credit on the tickets to be sold. Ticket prices discussed and concluded to sell for \$10 each or 3 for \$25. Nancy will call Attorney General's office to make sure procedure is handled correctly and if any fees needed to be paid. Need to find out how many tickets to print and cost to print. Tickets need to be ready for the May General Membership meeting.
- e. Scholarship Policy Ad-hoc Committee (Rhonda Greenlee/Roberta Gafford)  
Discussed idea of limiting scholarships to 1 per member per year, a percentage of the registration fee, and with/or without participation in division meetings to get scholarship. Rhonda was directed to look at a 2 tier program: a larger percentage for active participation in the division, but that those that cannot participate in division meeting could not be excluded. Also, contact Pat Hammers in the Southern Division and Rod Diridron from the Northern Division to see how they award scholarships.
- f. Audit Procedure Committee (Dana Davidson)  
Executive Board members agreed to the audit procedures presented by Dana. General Membership members would vote on the procedures at the meeting in Manteca.
- g. State Board Meeting, Friday, December 5, 2008 (Nanci Lima)  
Nancy reported that Dana was new Central Division Trustee to the State Board, that Bonnie Paige from Stockton had resigned via conference call on January 23; CCAC State Board is looking at goals and objectives. They had sent out notice that future conferences would have longer sessions and shorter breaks in order get more points. Also, more points are possible with David Jones on board; the board went over new memberships; Rick Caldeira reviewed the Web site policy; Dawn Abrahamson reported on the mentoring program; received the annual reports from TTC and CEPO; Northern Division Nuts & Bolts was cancelled; the March 27 state board meeting was re-scheduled for early April; and asked that the board to consider the main reason for less participation in the Central Division. Look at having meetings within 1 hour of Bakersfield and 1 hour from Stockton.

5. ADJOURNMENT - The meeting adjourned at 3:35 p.m.

Respectfully submitted,

Louise Hudgens  
Recording Secretary