



**MINUTES**  
**CENTRAL CALIFORNIA CITY CLERKS ASSOCIATION**  
**Executive Board Meeting**

**Tuesday, January 25, 2011 2:00PM – 3:00PM**  
**Conference Call 916-658-8212**

1. CALL TO ORDER: *Called to order at 2:04 p.m. by Chair Lori Martin.*
2. ROLL CALL: *Lori Martin, Waterford; Lorraine Lopez, Corcoran; Julie Drimakis, Tehachapi; Jennifer Bustamante, Riverbank; Roberta Gafford, Bakersfield; Nancy Lilly, Oakdale; and Nanci Lima, Lemoore.*
3. COMMUNICATIONS: *Nanci Lima announced the Early Bird Blast Out email coming; "Silent Auction" gifts can be sent to her for delivery; MCEF raffle tickets to be distributed in February; and, Member interest forms for volunteering at the Annual Conference are being emailed and are on the CCAC website.*
4. BUSINESS:
  - a. Approval of Thursday, November 4, 2010 Executive Board Minutes  
*Nancy Lilly requested to amend item 5.c, stating 'No Report'.  
Moved by Julie Drimakis, seconded by Nanci Lima, and unanimously approved the amended November 4, 2010 Executive Board Minutes.*
  - b. Approval of Wednesday, November 17, 2010 Special Exec Board Minutes  
*Moved by Julie Drimakis, seconded by Nanci Lima, and unanimously approved the November 17, 2010 Special Exec Board Minutes.*
  - c. Scholarship Awards – 1<sup>st</sup> Round  
*Nanci Lima reported that she is withdrawing her application, which rounds the scholarship up to \$400.00 and requested to award the scholarship to Jose Jasso for a total of \$435.00  
Moved by Nancy Lilly, seconded by Julie Drimakis, and unanimously approved the scholarship in the amount of \$435.00 to Jose Jasso, Manteca.*
  - d. Assignment of By-Law Review Committee  
*Nanci Lima reported that the By-Law review should be completed by the end of 2012. She recommends that there be a comparison of By-Laws between the State and the CCAC, and to appoint a chair to the review committee who will then appoint members.*

*Lori Martin stated that she will investigate with the Northern Division for input and also inquire with Randi Johl. Nanci Lima requested that this item be tabled until the next Executive Board Meeting.*

*Moved by Nanci Lima, seconded by Roberta Gafford, and unanimously approved moving this item to the next Executive Board Meeting.*

e. Division Raffle Basket for State Conference

*Lori Martin reported that the Division raffle basket value is \$150.00-\$250.00; she will purchase the bowl to serve as the 'basket, and she will not be at the March meeting. It was discussed that each board member will donate an item from their area for the basket contents; it was suggested that the donation can be shipped to Nanci Lima in Lemoore if it cannot be delivered to the March meeting.*

5. REPORTS:

a. Treasurer's Report (Dana Davidson)

*None.*

b. Legislative Committee Report (Lorraine)

*Lorraine Lopez reported that more legislative information should be sent out to General membership.*

c. Hospitality Committee-Fundraising (Roberta Gafford / Nancy Lilly)

*Roberta Gafford reported that the only attention is on the basket for State.*

d. Report out from December 10<sup>th</sup> State Exec Board Mtg (Nanci/Dana)

*Nanci Lima reported to expect receiving an email survey from Randi Johl; Relevant education going well; Expanding scholarships: reviewing State scholarship policies and goals; Expect receiving an email on electronic payment for membership; Approve policies and procedure interest cards and social media; and, she will submit paperwork and requested the following be put on future agenda "Policies: Memorialize and Amend current policy" – do not list the Professional Development Director's name and address.*

6. ADJOURNMENT: *The meeting was adjourned at 2:48 p.m.*