



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

**September 12, 2011 10:00AM – 11:00AM**  
**Conference Call Line: 916-658-8296**

1. **CALL TO ORDER:** *Called to order at 10:05 a.m. by Chair Lori Martin.*
2. **ROLL CALL:** *Lori Martin, Waterford; Lorraine Lopez, Corcoran; Jennifer Bustamante, Riverbank; Dana Davidson, Merced; Nancy Lilly, Oakdale; and, Nanci Lima, Lemoore.*
3. **COMMUNICATIONS:** *Lori Martin expressed her gratitude for the opportunity to serve on the CCAC Board and congratulated Lorraine Lopez as incoming Chair. Jennifer Bustamante stated she saw an email announcing the upcoming MCEF online auction fundraiser by IIMC.*
4. **BUSINESS**
  - a. **Approval of 07/07/11 Executive Board Minutes**  
*Moved by Dana Davidson, seconded by Nanci Lima, and unanimously approved the July 7, 2011 Executive Board Minutes.*
  - b. **Acceptance of the Resignation from Nancy Lilly, Effective 09/16/11**  
*The Board Members expressed their gratitude to Nancy Lilly for her commitment and participation on the board, wished her well, and would gladly accept her back on the board in the future.  
Moved by Nanci Lima, seconded by Dana Davidson, and unanimously approved accepting Nancy Lilly's resignation.*
  - c. **Approval of the Central Division Executive Board Appointments to Fill Unexpired Terms and Vacant Positions**  
*Moved by Nanci Lima, seconded by Nancy Lilly, and unanimously approved filling the appointments of unexpired terms and vacant positions on the Central Division Executive Board.*

d. **Central Division Trustee Vacancy on the State Board**

*Lori Martin stated that the CCAC Chair can recommend the appointment from one of our trustees to fill the vacancy on the State Board. Lorraine Lopez stated that she has been seeking individuals to participate and will be asking the incoming trustees.*

e. **Discussion Related to the 2010-2011 Budgeted Revenues**

*Lori Martin opened the discussion on how to invite more memberships and provided the board with a spreadsheet of Central Division cities that are currently not-paid members (see attached). The Board agreed to contact those cities, provide the web link to pay memberships electronically, and find out the reason for not renewing.*

**5. REPORTS**

a. **Treasurer's Report**

*Dana Davidson gave an oral report on the treasurer's information.*

b. **Legislative Committee Report**

*Lorraine gave an oral report that there is an upcoming meeting; Nanci Lima reported that the handbook has been rewritten by the Committee by hand and is having Pamela Meads review it to stay within the State's guidelines.*

**6. ADJOURNMENT:** *The meeting was adjourned at 10:30 a.m.*

## 2011 MEMBERSHIP - NONRENEWALS

CITY	PH #	RESPONDENT	REASON	email address	NOTES
Gustine		Sean Sully - Ass't City Mgr	City Clerk left 1-1/2 yrs ago - using part-time deputy city clerk to fill the vacancy plus budget constraint	<a href="mailto:ssully@cityofgustine.com">ssully@cityofgustine.com</a>	Mary Heminger is suppose to sign up and pay herself
Parlier		Bertha Augustine	Oversight - Just paid	<a href="mailto:bertha@parlier.ca.us">bertha@parlier.ca.us</a>	
Selma		Melanie Carter	Budget Cuts - current City Clerk retiring in October	<a href="mailto:melaniec@cityofselma.com">melaniec@cityofselma.com</a>	
Arvin	661/854-3134				Nanci Lima contacting via phone
Atwater	209/357-6206		In process of renewing membership		Dana contacted via phone
Bishop	760/873-5863	Denise Gillespie	will renew (got frustrated with Elec Renewal - had trouble with credit card processing)		Denise plans to renew
California City	760/373-7140				
Clovis	559/324-2072				Nanci Lima contacting via phone
Coalinga	559/935-1533				
Fresno	559/621-7650				
Kerman	559/846-9380	Marci	Left VM 9/12/11		Lori contacting via phone
Kingsburg		Sue Bauch	Will process ASAP with invoice (I let her know to go online and renew)	<a href="mailto:sbauch@cityofkingsburg-ca.gov">sbauch@cityofkingsburg-ca.gov</a>	
Lindsay	559/562-7102				Nanci Lima contacting via phone
McFarland	661/792-3091				
Newman		Mike Maier	Just Renewed - Missed the new online renewal info		
Orangecove	559/626-4488				
Ripon	209/599-2108	Lynette Van Laar	Left VM 9/12/11		Lori contacting via phone
San Joaquin	559/693-4311				
Shafter	661/746-5000				Nanci Lima contacting via phone
Sonora	209/532-4541	Marijane Cassinetto	Office instructed me to send Marijane a letter with the renewal information.		Jennifer sent letter to Sonora 9/13/11.
Tracy	209/831-6105	Carol Fleishman	contacted via phone - Carol will renew both her and the Elected City Clerk		Renewing for 2 memberships
Turlock		Kelly Weaver	called me with questions on electronic payment (paypal) - she is submitting her membership renewal today (8/29/11)	<a href="mailto:kweaver@turlock.ca.us">kweaver@turlock.ca.us</a>	kelly is submitting membership renewal today (8/29)
Woodlake	559.564.8055	Ruth Gonzalez	Left VM 9/12/11	<a href="mailto:rgonzalez@ci.woodlake.ca.us">rgonzalez@ci.woodlake.ca.us</a>	Lori contacting via phone