

**NORTHERN CALIFORNIA CITY CLERKS ASSOCIATION  
DIVISION/BUSINESS MEETING MINUTES  
MARCH 13, 2009**

**CALL TO ORDER**

Chair Rod Diridon called the meeting to order at 9:00 a.m. in the City of Calistoga and announced that the business meeting would take place at 9:00 a.m., followed by the program.

**APPROVAL OF MINUTES – January 16, 2009 Meeting**

Chair Rod Diridon asked that the minutes of January 16, 2009 be continued to the next meeting as they had not been submitted.

*Action: Motion/Second/Carried* to continue the minutes of the January 16, 2009 Division/Business Meeting to the June Division/Business Meeting for approval.

**CHAIR**

Chair Rod Diridon announced that Northern California Nuts & Bolts had been cancelled. He announced that he would not be attending the IIMC annual conference in Chicago, explaining that Vice Chair Patrice Olds would be attending the conference in his absence.

Chair Rod Diridon then announced that the Executive Board had approved 3 additional \$400.00 division scholarships for the CCAC annual conference in Rohnert Park, explaining that the scholarship information would be shared with the division membership the following week.

**PROGRAM CHAIR**

Program Chair Lorrie Brewer announced that the June program tentatively scheduled for South Lake Tahoe would be relocated to another location due to a conflict with the date.

Program Chair Lorrie Brewer then announced that the following program would be held in the City of Walnut Creek on September 25th.

**TREASURER'S REPORT**

Treasurer Marian Handa announced the account balances for:

Checking	\$10,591.77
Money Market	\$12,669.54
Certificate of Deposit	\$20,303.47
Total:	\$43,564.78

**NEWSLETTER EDITOR**

Newsletter Editor Irma Torres asked that articles be forwarded to her for the newsletter.

## **TRUSTEES REPORT**

Trustee Shawna Freels spoke on the education points for the annual CCAC conference in Rohnert Park, explaining that they were set at all time high of 7.86. She then encouraged attendees to purchase raffle tickets sharing the raffle items from the City of Calistoga.

Trustee Susan Kitchens introduced herself and spoke on her work with voter outreach in the City of Los Altos.

## **COMMITTEE REPORTS**

Chair Rod Diridon announced that the NCCCA Nominating Committee would be opening the nominations for the 2009/2010 year the following Wednesday, March 18, 2009.

## **FOR THE GOOD OF THE ORDER**

Cindy VanWormer, CCAC Northern Division Trustee, asked for items for the NCCCA basket for the CCAC annual conference.

## **ADJOURNMENT**

There being no other reports, Chair Diridon adjourned the meeting at 9:15 a.m.

Respectfully submitted,

/s/ Shawna Freels, CMC  
NCCCA Trustee