

## **Southern California City Clerks Association**

### **Executive Board Meeting**

**Huntington Beach Central Library  
7111 Talbert Avenue, Room C/D  
Huntington Beach, CA 92648**

**September 25, 2009**

### **MINUTES**

**CALL TO ORDER:** President Hammers called the meeting to order at 8:10 a.m.

**ROLL CALL:** Pat Hammers, President  
Joan Flynn, 1<sup>st</sup> Vice President  
Juana Laur, 2<sup>nd</sup> Vice President  
Veronica Montecino, Treasurer  
Sharie Apodaca, Recording Secretary  
Peggy Johns, Communications Coordinator  
Kathleen Midstokke, Director (2<sup>nd</sup> Year) Recognition & Awards  
Susan Ramos, Director (2<sup>nd</sup> Year), Membership & Hospitality  
Ina Rios, Director (2<sup>nd</sup> Year), Scholarships  
Theresa Devoy, Director (1<sup>st</sup> Year), Grants  
Tamara Mason, Director (1<sup>st</sup> Year), Job Descriptions  
La Vonda Pearson, Director (1<sup>st</sup> Year), Networking (excused)  
Stephanie Mendenhall, Immediate Past President (excused)  
Cynthia Hernandez (New Director-elect)  
Kathleen Sessman (New Director- elect)  
Robin Roberts (New Recording Secretary-elect) (excused)

President Hammers welcomed Directors-elect Cynthia Hernandez and Kathleen Sessman.

#### **1. Approval of Minutes**

The minutes of the Executive Board Meeting of June 18, 2009 were unanimously approved as written.

#### **2. Treasurer's Report**

Treasurer Montecino reported that revenues exceeded expenses for the June 18, 2009 SCCCA meeting by \$907. She reported that over \$400 was contributed towards the

small personal computer that was raffled off. The Treasurer's Report will be presented for approval at the General Membership Meeting later in the morning.

### 3. **Committee Reports**

- **Juana Laur, 2<sup>nd</sup> Vice President**

Second Vice President Laur reported that she implemented two very successful document shredding events in the City of Laguna Niguel to educate the community about identity theft and to assist them with the safe destruction of documents containing personal information. She added that Mission Viejo and Aliso Viejo have since developed similar programs.

- **Kathleen Midstokke, Director (2<sup>nd</sup> Year)**

Director Midstokke reported that she recently attended a summit hosted by the Los Angeles County Registrar to discuss alternative voting systems. She stated that internet voting continues not to be a valued alternative to paper ballots and electronic voting machines. She will keep the board updated on this issue.

- **Tamara Mason, Director (1<sup>st</sup> Year), Job Descriptions**

Director Mason stated the job descriptions for all board positions have been updated and distributed revised descriptions to the board.

- **Joan Flynn, 1<sup>st</sup> Vice President**

1<sup>st</sup> Vice President Flynn reported that 30 individuals from cities all over the southern division registered for the webinar that will be held during today's General Membership Meeting. She stated this pilot program will be evaluated to determine if future webinars will be held. She added today's webinar is the first of its kind to receive IIMC approval for ½ certification point. She stated that web usage reports will be checked before issuing certificates of completion to participants.

### 4. **Transition of Board Members**

President Hammers commended Director Kathleen Midstokke and Director Ina Rios for their outstanding service. They have both completed their terms and will be leaving the board.

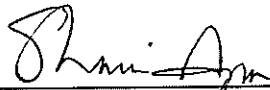
The Directors agreed to assume the following responsibilities in the coming year:

- Director Theresa Devoy - Grants
- Director Tamara Mason - Job Descriptions
- Director-elect Sharie Apodaca - Recognitions and Awards
- Director-elect Kathleen Sessman - Memberships and Hospitality
- Director La Vonda Pearson - Networking \*
- Director-elect Cynthia Hernandez – Scholarships \*

\* 1<sup>st</sup> Vice – President Joan Flynn (President-elect) will confirm with Director La Vonda Pearson her preference to maintain the responsibility of Networking or to assume Scholarships. Director-elect Cynthia Hernandez will assume the remaining area of responsibility.

1<sup>st</sup> Vice President Flynn noted that the new SCCCA Executive Board roster will be corrected.

**ADJOURNMENT:** The meeting was adjourned at 8:55 a.m.



---

Sharie Apodaca, MMC  
Recording Secretary



---

Pat Hammers, MMC  
President