



## MINUTES

### SOUTHERN CALIFORNIA CITY CLERK'S ASSOCIATION GENERAL MEMBERSHIP MEETING AND PROGRAM

Signal Hill Park Community Center  
1780 E. Hill Street  
Signal Hill, California 90755

November 18, 2010

#### **Call to Order**

President Juana Laur called the meeting to order at 9:00 a.m.

#### **Pledge of Allegiance**

The Pledge of Allegiance was led by Rebecca Burleson, Deputy City Clerk, City of Signal Hill

#### **Welcome and Introduction from Host City Signal Hill**

Kathleen Pacheco, City Clerk, City of Signal Hill introduced City of Signal Hill VIPs.

#### **Program**

President Juana Laur introduced the guest speaker, Scott Summerfield. Mr. Summerfield gave an informative presentation on "Crisis at City Hall: Planning Ahead Can make the Difference", ways to deal with the media.

#### **Call to Order of the Business Meeting**

President Juana Laur called the business meeting to order at 12:50 p.m.

#### **Approval of Minutes**

A motion was made by Treasurer Veronica Montecino and seconded by 1<sup>st</sup> Vice President to approve the minutes as corrected. The motion passed unanimously.

#### **Treasurer's Report**

A motion was made by 2<sup>nd</sup> Vice President Peggy Johns and seconded by Communications Director Theresa Devoy to accept the Treasurer's Report as of October 31, 2010 as written, subject to audit. The motion passed unanimously. Treasurer Veronica Montecino said she will prepare a balance sheet for each SCCCA meeting that shows the expenses and revenue. This report will be presented to the Executive Board and only to General Membership upon request.

#### **Formation of Bylaws Review Committee**

1<sup>st</sup> Vice President Ramos volunteered to Chair the committee and asked for volunteers. Lucinda Williams, Brea City Clerk, Stephanie Smith, Lake Forest City Clerk, Cheri Haggerty,

Big Bear Lake Director Intergovernmental/Communication Relations offered to serve on the committee.

### **Board and Committee Reports**

Lucinda Williams, CCAC Treasurer, announced registration for New Law and Elections Conference was now open.

Veronica Montecino, SCCCA Treasurer, asked for volunteers to help her perform the audit.

Pat Hammers, City Clerk, Cathedral City, announced CCAC has received 46 scholarship applications. 23 of those are for the Southern Division, 13 for the Master Municipal Clerk Academy (MMCA) and 10 for Technical Track Conference (TTC).

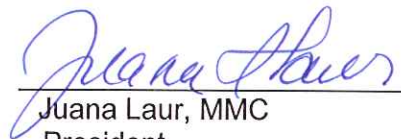
Susan Ramos, SCCCA 1<sup>st</sup> Vice President, indicated the Legislative Committee is working on proposed changes to sections of the Elections Code to take to Sacramento.

### **Adjournment**

The business meeting was adjourned at 1:30 p.m. by SCCCA President, Juana Laur.



Rhonda Basore, MMC  
Acting Recording Secretary



Juana Laur, MMC  
President