



Southern California City Clerks Association

EXECUTIVE BOARD MEETING

EL NIGUEL COUNTRY CLUB
23700 Clubhouse Drive
Laguna Niguel, CA 92677

September 30, 2010

CALL TO ORDER: President Flynn called the meeting to order at 8:00 am

ROLL CALL:

Joan L. Flynn, President
Juana Laur, 1st Vice President
Susan Ramos, 2nd Vice President
Veronica Montecino, Treasurer
Peggy Johns, Communications Coordinator
Theresa Devoy, Director (2nd Year) Grants
Tamara Mason, Director (2nd Year) Job Descriptions (excused absence)
La Vonda Pearson, Director (2nd Year), Networking (absent)
Sharie Apodaca, Director (1st Year), Recognitions and Awards
Cynthia Hernandez, Director (1st Year), Scholarships (approved absence)
Kathleen Sessman, Director (1st Year), Memberships and Hospitality (approved absence)
Pat Hammers, Immediate Past President
Stephanie Smith, Elected Director (1st Year)
Tony Russell, Elected Director (1st Year)
Rhonda Basore, Elected Director (1st Year)

Rhonda Basore, Assistant City Clerk for Murrieta volunteered for the position of Recording Secretary, which was confirmed by the President and SCCCA Board.

Approval of Minutes

The minutes of the Executive Board Meeting of June 18, 2010, were presented for approval. It was moved by Director Devoy, seconded by Immediate Past President Hammers to approve the minutes as submitted. The minutes were unanimously approved.

Treasurer's Report

Treasurer Montecino gave an update of the Treasurer's Report as of August 31, 2010. She indicated membership dues had been received in the amount of \$17,302.50 with an ending balance of \$18,595.47. There was discussion on the bank fees and looking for a bank that did not charge fees. It was moved by Immediate Past President Hammers, seconded by 2nd Vice President Ramos directing Treasurer Montecino to ask current bank if they will waive fees, if not to research other banks that would. The motion was unanimously approved. It was moved by Immediate Past President Hammers, seconded by Director Apodaca to approve the Treasurer's report subject to audit. The motion was unanimously approved.

Committee Reports

Juana Laur, 1st Vice President – no report

Susan Ramos, 2nd Vice President – asked when her duties as 2nd Vice President ended and her duties of 1st Vice President began. The Board said after the transition meeting that is usually held in June-August, but by the first City Clerk Association meeting in September.

Peggy Johns, Communications Coordinator said she would be sending out an email that she needed a host city for November.

Theresa Devoy, Director said the city of Monrovia submitted two grants. The subcommittee reviewed each grant application and determined both qualified but that they would only be awarded one grant. She said she would notify the city of Monrovia that they had been awarded one grant and leave it up to them to choose where they would apply the money. She thanked the subcommittee for their help.

Sharie Apodaca, Director congratulated Juana on her appointment as President. She said she was happy to continue her duties for the organization.

Old Business

President Flynn announced the bylaw discussion was being pulled from the agenda. Language needs to be crafted to send out to the membership regarding the changes.

1st Vice President Laur said she would like to form a by-law committee to review the bylaws.

New Business

The Board discussed the option of charging \$25 for those that wanted to attend the program only and not stay for lunch.

It was moved by Immediate Past President Hammers, seconded by 1st Vice President Laur to have the new Board discuss. The motion passed unanimously.

Adjournment

The meeting was adjourned at 8:33 a.m.