

**SCCCA  
GENERAL MEETING  
Friday, January 21, 2005**

<b>LOCATION:</b> Brea Civic & Cultural Center Community Rooms A&B 1 Civic Center Circle, Level 2 Brea, CA 92821	If you would like to stay overnight, please see the attached information.
<b>HOST CITY:</b> City of Brea Lucinda Williams, Deputy City Clerk 1 Civic Center Circle Brea CA 92821	Directions and other information are attached.

**9:00 a.m. REGISTRATION –** Continental Breakfast (fresh fruit, assorted baked goods, sausage rolls, assorted juices and coffee)

**9:30 a.m. Business Meeting**

**10:30 a.m. Program – Tom Spengler, CEO, Granicus, Inc.**

Mr. Spengler will address streaming media, digital audio / video recording and minutes annotation. He will discuss the spectrum of technology options available for digital recording as well as their strengths and weaknesses. Additionally, this topic will consider ways to improve public access to meeting records, integrating audio/video meeting records with documents, indexing meeting records by agenda item and automation of the minutes process during and after meetings. Don't miss this information packed program!

**12:00 p.m. Luncheon & Raffle** (Adjournment immediately following luncheon)

- \*Breast of Chicken    **OR**    Salmon    **OR**    Vegetarian
- Green Salad
- Empanadas
- Rice
- Bread
- Dessert

**PLEASE DETACH AND MAIL THE FOLLOWING RESERVATION FORM**

Make Checks Payable to SCCCA

REGISTRATION FEE PER PERSON:        \$35.00 (Includes luncheon)

(Member's Name and Title)	Guest's Name	City
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**\* Luncheon Choice:**

- Breast of Chicken
- Salmon
- Vegetarian

**MAIL TO:** Lucinda Williams, Deputy City Clerk

1 Civic Center Circle  
Brea, CA 92821  
lucindaw@ci.brea.ca.us  
714-990-7757 (phone), 714-990-2258 (fax)

Enclosed is \$ \_\_\_\_\_

Email / phone reservations accepted through Wednesday, January 12, 2005.  
THE LAST DAY TO CANCEL AND RECEIVE A REFUND IS Friday, January 14, 2005.

***Failure to cancel obligates payment to SCCCA.***

PLEASE CHECK: NEW CITY CLERK [    ] FIRST SCCCA MEETING [    ]

Check SCCCA Website at <http://socalcityclerks.org> for information on City Clerk news.

## Directions:

### From Northbound Highway 57:

1.	Take the CA-90/IMPERIAL HWY exit toward BREA.	0.2 miles
2.	Turn LEFT onto E IMPERIAL HWY/CA-90.	0.4 miles
3.	Turn RIGHT onto S RANDOLPH AVE.	0.3 miles
4.	Turn RIGHT onto E BIRCH ST.	<0.1 miles
5.	Turn RIGHT onto CIVIC CENTER CIR.	<0.1 miles
6.	End at 1 Civic Center Cir, Brea, CA 92821-5732 US	Parking available on Level P1, under Embassy Suites, at Brea Mall and at Brea Community Center

### From Southbound Highway 57:

1.	Take the LAMBERT RD exit.	0.3 miles
2.	Turn RIGHT onto E LAMBERT RD.	<0.1 miles
3.	Turn LEFT onto S STATE COLLEGE BLVD.	0.5 miles
4.	Turn RIGHT onto E BIRCH ST.	0.3 miles
5.	Turn LEFT onto CIVIC CENTER CIR.	<0.1 miles
6.	End at 1 Civic Center Cir, Brea, CA 92821-5732 US	Parking available on Level P1, under Embassy Suites, at Brea Mall and at Brea Community Center

## Accommodations

The Embassy Suites Hotel – Brea (located at the Brea Civic and Cultural Center), has offered its government rate of \$116 / night (regular room rates \$159-\$189 night). Please call 714/990-6000 for reservations. Ask for the *Southern California City Clerks Association* group rate.