



CITY CLERKS ASSOCIATION OF CALIFORNIA
EXECUTIVE BOARD MEETING

MINUTES
Monday, February 23, 2015
10:00 a.m.

1. CALL TO ORDER

First Vice President Pope called the Executive Board Meeting to order at 10:03 a.m.

2. ATTENDANCE/

- Byron Pope, First Vice-President
- Jose Jasso, Second Vice-President
- Margaret Wimberly, Recording Secretary
- Patrice Olds, Treasurer
- Randi Johl-Olson, Legislative Director
- Dawn Abrahamson, Professional Development Director
- Shawna Freels, Northern Division Professional Development Representative
- Karen Gonzales, Northern Division Chair
- Stephanie Smith, Southern Division Chair
- Mindy Cuppy, Northern Division Trustee
- Lori Martin, Central Division Trustee
- Mitzi Ortiz, Southern Division Trustee

Also present:

- Colleen Nicol

EXCUSED ABSENCES

- Rebekah Barr, President
- Kimberly Rodrigues, Communications Director
- Susan Domen, Southern Division Professional Development Representative
- Miranda Lutzow, Central Division Professional Development Representative
- Todd Stermer, Central Division Chair
- Nanci Lima, Past President

3. INTRODUCTIONS/ANNOUNCEMENTS

First Vice President Pope reported on communications with President Barr.

4. TREASURER'S REPORT

a. Treasurer's Report (Olds)

Treasurer Olds stated the posting is up to date, and there have been good responses for the membership, the conference registration has started and over a 100 people have signed up and the hotel block is sold out.

Kimberly Rodrigues, Communications Director, Joann Tilton Region IX Director, and Nanci Lima, Past President joined the conference call.

5. UNFINISHED BUSINESS

a. Discussion on Structural Study

There was discussion on the Structural Study. Nicol reported that the final report and was concerned that everyone stay on track and that she hasn't received any e-mails related to feedback. Nicol requested the teams assigned to tasks provide an update. Then feedback was provided by the Divisions related to feedback provided at Division meetings. The timing of moving forward with a ballot measure was discussed as well as necessary Bylaw amendments.

Following a discussion on direction and next steps as well as marketing the ballot measure it was decided the Divisions should address the issue at their March meetings and a CCAC Board meeting would be held in late March to discuss the feedback that had been received.

6. NEW BUSINESS/ACTION/DISCUSSION ITEMS

a. Discussion/Direction Regarding Current Contract and Terms with Maureen Kane, for TTC (Abrahamson) –

Abrahamson reported on the two institutes and she noted that TTC does not have a website, and Abrahamson felt the contract could be amended to add the requirement of a website. There was discussion about the term of the TTC contract. Abrahamson noted the item would be tabled for now.

b. Discussion/Status/Direction Regarding RFP's for MMCA Institute Director (Abrahamson)

Abrahamson stated she would like to move forward as soon as possible with the RFP process as there are timing concerns to plan for institutes which would include the review of programs by IIMC, the need to secure a location, and speakers. She would bring an RFP back for the Board to approve.

- c. Discussion of Timing of Board Transition (Barr)

This item was continued to a future meeting.

- d. Region IX Director Agreement (Barr)

Tilton stated at goal setting there was a conversation related to the travel fund and the collection of funds from each state in the region. Section 7 of the agreement is being revised.

Olds motioned Lima seconded a motion to approve the revisions to the Region IX Director Agreement. Motion carried unanimously.

7. DIRECTORS' REPORTS

- a. First Vice President (Pope)

First Vice President Pope reported the planning for the annual conference was going well.

- b. Second Vice President (Jasso)

First Vice President Jasso reported on membership and payments that were being received.

- c. Communications Director (Rodrigues)

Communications Director Rodrigues stated she was working on getting the bios formatted for the website.

- d. Legislative Director (Johl-Olson)

- e. Professional Development Director (Abrahamson)

- f. Division Professional Development Reps (Freels/Lutzow/Domen)

- g. Division Trustees (Cuppy/Martin/Ortiz)

- h. Division Chairs (Gonzales/Stermer/Smith)

Gonzales and Stermer reported on the dates of the upcoming division meetings.

- i. Past President (Lima)

8. IIMC REPORT (Tilton)

- a. IIMC Update/Region IX Update

9. PRESIDENT'S REPORT (Barr)

10. ADJOURNMENT