



CITY CLERKS ASSOCIATION OF CALIFORNIA  
EXECUTIVE BOARD MEETING

**MINUTES**  
**Wednesday, June 5, 2013**  
**8:30 AM**

**1. CALL TO ORDER**

First Vice President Lima called the Executive Board Meeting to order at 8:33 a.m.

**2. ATTENDANCE/EXCUSED ABSENCES**

**a. Approval of Absences:**

- Jamie Anderson, President
- Lorraine Lopez, Central Division Professional Development Representative

**b. Roll Call:**

- Nanci Lima, First Vice-President
- Rebekah Barr, Second Vice-President
- Cindy Van Wormer, Recording Secretary
- Patrice Olds, Interim Treasurer
- Randi Johl, Legislative Director
- Dawn Abrahamson, Professional Development Director
- Poonam Davis, Southern Division Professional Development Representative
- Marian Handa, Northern Division Chair
- Jose Jasso, Central Division Chair
- Peggy Johns, Southern Division Chair
- Lori Martin, Central Division Trustee
- Susan Ramos, Southern Division Trustee
- Shirley Concolino, Past President

**Absent:**

- Mitzi Ortiz, Communications Director

- Shawna Freels, Northern Division Professional Development Representative
- Margaret Roberts, Northern Division Trustee

### 3. INTRODUCTIONS/ANNOUNCEMENTS

First Vice President Lima requested a vote to add an urgency item to take action on a request from the Alaska Association of Municipal Clerks for letter or resolution in support of their bid for 2018 IIMC Conference.

***Abrahamson moved and Davis seconded a motion to add the item as an urgency item. Motion carried unanimously.***

### 4. NEW BUSINESS/ACTION/DISCUSSION ITEMS

#### a. Accept Resignation of President Jamie Anderson (Lima – Verbal)

***Abrahamson moved and Davis seconded a motion to: (1) accept the resignation of Jamie Anderson as President and (2) approve Nanci Lima as President and Rebekah Barr as First Vice President. Motion carried unanimously.***

#### b. Direct Treasurer to Remove Janet Anderson from all Bank Accounts (Olds – Verbal)

***Moved by VanWormer, seconded by Ramos to authorize Treasurer Patrice M. Olds, to do all the necessary and proper actions to institute the following changes with US BANK with regard to its accounts:***

- 1. Checking account ending in 6289: Add Patrice M. Olds and Rebekah Barr as signers, remove Janet Anderson. Upon completion of the audit this account is authorized to be closed and any remaining funds moved to the checking account ending in 8960.***
- 2. Checking account ending in 8960: Remove Janet Anderson as a signer and add Rebekah Barr.***
- 3. Savings accounts ending in 8776 and 2770: Remove Janet Anderson as a signer and add Rebekah Barr. The remaining signers should be Nanci Lima, Rebekah Barr and Patrice Olds; all other signers previously allowed on this account should be removed.***
- 4. Savings Certificate accounts ending in 7881 and 8172: Remove Janet Anderson as a signer and add Rebekah Barr. The remaining signers should be Nanci Lima, Rebekah Barr and Patrice Olds; all other signers previously allowed on this account should be removed.***

***Motion carried unanimously.***

#### c. Direct Shirley Concolino, Immediate Past President, to Work with Treasurer to Add Treasurer on all Bank Accounts (Olds – Verbal)

Action was taken above on this item.

- d. **Authorize Letter or Resolution of Support for the Alaska Association of Municipal Clerks Bid for the IIMC Conference in 2018**  
*Barr moved and Abrahamson seconded a motion to authorize a letter of support for the Alaska Association of Municipal Clerks bid for the IIMC Conference in 2018. Motion carried unanimously.*

**5. ADJOURNMENT**

President Lima adjourned the meeting at 8:50 a.m.