



CITY CLERKS ASSOCIATION OF CALIFORNIA
EXECUTIVE TELECONFERENCE
SPECIAL BOARD MEETING

MINUTES
June 6, 2018
9:30 a.m.

1. CALL TO ORDER

First President Smith called the meeting to order at 9:41 a.m.

2. ATTENDANCE/ABSENCES

ROLL CALL

- Jose Jasso, Past-President
- Stephanie Smith, First Vice-President
- Susan Domen, Treasurer
- Mitzi Ortiz, Communications Director
- Britt Avrit, Recording Secretary
- Jennifer Ferraiolo, Region 3 Director
- Melinda Sayre, Region 5 Director
- Jerryl Soriano, Region 7 Director
- L. Diane Caldwell, Region 8 Director
- Kerry Bigelow, Region 9 Director
- Kelly Lore, Region 10 Director
- Denise Anderson-Warren, Region 11 Director
- Michelle Ascension, Region 12 Director
- Jennifer Woodworth, Region 14 Director
- Kathy Flamson, Region 16 Director
- Anthony Mejia, City Clerk, City of Palm Springs

ABSENT

- Wendy Klock-Johnson, President
- Patrice Olds, Second Vice-President
- Randi Johl, Legislative Director
- Dawn Abrahamson, Professional Development Director
- April Sousa, Region 1 Director
- Donna Settles, Region 2 Director
- Yvonne Spence, Region 4 Director
- Vicki Kasad, Region 6 Director
- Patricia Barajas, Region 13 Director
- Margaret Wimberly, Region 15 Director

3. MINUTES

Approve 4-20-18 Board Meeting Minutes

Soriano moved and Bigelow seconded to approve the Minutes as presented; motion carried unanimously.

4. NEW BUSINESS/ACTION/DISCUSSION ITEMS

CCAC Campaign Guideline Policy Discussion and Direction (Klock-Johnson)

First Vice President Smith discussed the proposed Campaign Policy from President Klock-Johnson.

Discussion took place on each of the Sections of the policy as follows:

Proposed A

Original consensus of the Board is beginning to campaign at New Law is too long of a period. Further discussion took place in which it was stated the Annual Conference and New Law provides two opportunities for face to face campaigning; there is value in having two opportunities for campaigning. Discussion took place regarding the potential to receive many emails from candidates beginning in December each year. The Board discussed changing the proposed policy to allow beginning campaigning in person at New Law and allow emails to be sent after March 1.

Based on discussion among the Board, the following changes are proposed to Section A and NEW Section B of the Campaign Policy:

Section A

A member may begin to campaign no earlier than the annually held League of California Cities City Clerks New Law & Elections Seminar, in the year prior to the election year that they will be running for office.

- *Campaigning defined as – any communication or organized effort, including but not limited to: communication through websites, social media posts, email, presentations, and/or distributing printed materials for the advocacy or advancement of a candidate for election.*

NEW Section B

Section A notwithstanding, no mass distribution emails shall be distributed prior to March 1 of the election year

- *Mass Distribution defined as – more than 50 recipients, in the aggregate, for the purposes of direct campaigning*

Proposed B (Now Section C)

Discussion took place on the proposed language including verbiage related to limiting the number of emails a candidate may send. It was determined the following is the verbiage to be added to the Policy:

CCAC shall provide, upon request, a current list of CCAC members to each candidate and candidates are permitted mass distribution emails to discuss their candidacy no earlier than March 1 of the election year.

Proposed C (Now Section D)

Discussion took place regarding candidates distracting from vendors sponsoring breaks, etc. at the educational sessions, etc.

Based on discussion among the Board, the following is (new) Section D:

Candidates are not permitted to campaign during any educational session presented under the umbrella of CCAC or related educational institutes. Campaigning is permitted during break periods, in a manner that is not unreasonably distracting or a deterrent from interaction with vendors, prior to the start and after the session is completed when potential voters are completely on their own time free of obligations to the session they are attending. Candidates may not use training session equipment such as microphones, laptops, or projectors for campaigning.

In institute type training such as TTC, MMCA, or Nuts and Bolts campaigning is not permitted during working lunch or break sessions.

Proposed D (recommended to remove)

Discussion took place regarding inviting individuals AS candidates. The meetings are open to all; typically, these individuals attend as clerks, not as candidates. Additional discussion took place on legislating ethics and determining what is right and wrong as it relates to 'inviting' individuals to meetings, etc.

It was the consensus of the Board to remove this proposed section.

Proposed E

Discussion took place regarding amending grammatical errors in the proposed Policy and amending and rearranging clauses.

Based on discussion among the Board, the following is verbiage for Section E:

The Board of Directors, nor any individual Member of the Board of Directors, in their role as Board Members, shall neither endorse or provide assistance to any candidate or be mentioned in any election materials. Individual Members of the Board of Directors who endorse or provide assistance to a candidate shall indicate that they are expressing themselves a private person, not as representatives of the Board of Directors. Candidates may state their current or past roles as Board Members in their campaign materials.

Proposed F

Discussion took place regarding the importance of restating California Elections Code in this section and removing “and campaign materials.”

Based on discussion among the Board, the following is verbiage for Section F:

In the spirit of the California Elections Code Section 13308, candidate statements shall be limited to a recitation of the candidate’s own personal background, character, qualifications and activities shall not reference other candidates.

NEW Proposed G

Discussion took place regarding how distribution of the Policy to candidates will be handled and the effective date of this Policy.

Nomination Chair shall provide a copy of this Policy with the call for nominations along with all other nomination materials.

NEW Proposed H

This Policy is effective June 6, 2018.

5. ADJOURNMENT

First Vice-President Smith adjourned the meeting at 10:22 a.m.

Woodworth moved and Flamson seconded to approve the Campaign Policy as amended; motion carried unanimously.