



CITY CLERKS ASSOCIATION OF CALIFORNIA
EXECUTIVE BOARD MEETING

MINUTES
Monday, March 23, 2014
2:00 p.m.

1. CALL TO ORDER

2. President Pope called the Executive Board Meeting to order at 2:02 p.m.

3. ATTENDANCE/EXCUSED ABSENCES

- Byron Pope, Vice-President
- Margaret Wimberly, Recording Secretary
- Patrice Olds, Treasurer
- Randi Johl-Olson, Legislative Director
- Kimberly Rodrigues, Communications Director
- Dawn Abrahamson, Professional Development Director
- Shawna Freels, Northern Division Professional Development Representative
- Susan Domen, Southern Division Professional Development Representative
- Karen Gonzales, Northern Division Chair
- Todd Stermer, Central Division Chair
- Stephanie Smith, Southern Division Chair
- Mindy Cuppy, Northern Division Trustee
- Lori Martin, Central Division Trustee
- Mitzi Ortiz, Southern Division Trustee
- Nanci Lima, Past President

Excused Absences

- Miranda Lutzow, Central Division Professional Development Representative
- Jose Jasso, First Vice-President

1. **CALL TO ORDER** - President Pope called the meeting to order at 2:03 p.m.

2. ATTENDANCE/EXCUSED ABSENCES

- a. Approval of Absence – the absences of Lutzow and Jasso were excused.

3. OLD BUSINESS

- a. Discussion of Structural Study and Feedback received at the division meetings. (Pope)

The division presidents reported on the feedback received at the division meetings. Smith stated a comment had been received from the Southern Division that suggested the word realign should be used in place of restructure. Gonzales stated questions at the Northern Division were in regards to the report and why it wasn't being released and that her members felt that the State board wasn't being transparent. Gonzales then provided an overview of the report she had prepared for the meeting. There was discussion about the report being released, and the action that had been taken by the Board in December to release the report to send out the final report with the appendices. There were additional concerns at from the Northern Division about the structure of the board. Pope expressed concern that feedback was not being provided by a broad portion of the membership, and felt there needed to be additional outreach. Johl-Olsen stated regardless of what happens with the ballot measure, the Association would continue to do what is legally required. There was a discussion about transparency, and those that felt the Association wasn't providing enough information. Nicol felt that if there was a way to send a message directly from the President that members may be more likely to read it. It was noted that it is important to educate the voting members on the issue. Johl-Olson noted that the report should be distributed; she addressed the level of engagement of members.

The webinar schedule was addressed and how best to get the word out to the members. Pope stated the information from the report needed to be released with the raw data. There was discussion about providing information at a lunch during the annual conference related to the issue. Gonzales felt that the members would like to see that members of the State board in attendance at the division meetings. Olds stated that Rod Diridon is interested in proposing that each division be allowed to maintain their bank accounts to spend on scholarships and not push the divisions to spend their accounts down so quickly. Olds noted that if that was the direction of the board, she could make it work; however, it complicates financial reporting and CCAC's accountant felt it would be a best practice to have a single account..

There was discussion about the reason for the divisions and why they were created initially if the intent was to be one organization. Johl-Olson stated it was for the ease of function and that the association has grown considerable since then and items such as filing taxes and insurance was not taken into account at that time. Gonzales asked if the answers to the questions that she received could be answered and then she could send out an updated

report to the board. Lima felt it was important for the membership to have the answers available for their questions.

There was a consensus that the information related to the study be made available to the membership, and that the answers to all questions that are received also be made available to the membership.

4. ADJOURNMENT

President Pope adjourned the meeting at 3:30 p.m.