



**CITY CLERKS ASSOCIATION OF CALIFORNIA  
EXECUTIVE TELECONFERENCE  
SPECIAL BOARD MEETING**

**Conference Call Number 916-658-8296**

**Agenda**

**Tuesday, April 25, 2017**

**10:00 a.m.**

- 1. CALL TO ORDER**
- 2. ATTENDANCE/EXCUSED ABSENCES**
  - a. Approval of Absences
- 3. INTRODUCTIONS/ANNOUNCEMENTS**
- 4. MINUTES**
  - a. Approve December 2, 2016 Executive Board Meeting Minutes
  - b. Ratify December 27, 2016 E-vote (Confirmation of Appointment of Region 12 Director)
  - c. Ratify February 1, 2017 E-vote (Amend Volunteer Policy)
  - d. Ratify March 27-28, 2017 E-vote (Code of Conduct Policy)
- 5. TREASURER'S REPORT**
  - a. Treasurer's Reports and Financials (Domen)
- 6. UNFINISHED BUSINESS**
  - a. Discussion and possible direction regarding Code of Conduct Policy
- 7. NEW BUSINESS/ACTION/DISCUSSION ITEMS**
  - a. Consider update to the CCAC Handbook (Jasso)
  - b. California Certification Task Force (Jasso)
  - c. Amend CCAC Board Policy 108 – Elections and Nominations (Smith)
  - d. Approval of the Volunteer Interest Form

CITY CLERKS ASSOCIATION OF CALIFORNIA  
EXECUTIVE SPECIAL BOARD MEETING  
April 25, 2017

**8. DIRECTORS' REPORTS**

- a. First Vice President (Klock-Johnson)
- b. Second Vice President (Smith)
- c. Communications Director (Ortiz)
- d. Legislative Director (Johl-Olson)
- e. Professional Development Director (Abrahamson)
- f. Region Directors
  - 1. Region 1 Report (Sousa)
  - 2. Region 2 Report (Cuppy)
  - 3. Region 3 Report (Pimentel)
  - 4. Region 4 Report (Zavala)
  - 5. Region 5 Report (Charlon)
  - 6. Region 6 Report (Kasad)
  - 7. Region 7 Report (Soriano)
  - 8. Region 8 Report (Caldwell)
  - 9. Region 9 Report (Bigelow)
  - 10. Region 10 Report (Basham)
  - 11. Region 11 Report (Mejia)
  - 12. Region 12 Report (Ascension)
  - 13. Region 13 Report (Graves)
  - 14. Region 14 Report (Padovan)
  - 15. Region 15 Report (Wimberly)
  - 16. Region 16 Report (Flamson)
- g. Past President (Pope)

**9. LEAGUE COMMITTEE REPORTS**

**10. PRESIDENT'S REPORT (Jasso)**

**11. ADJOURNMENT**



## CITY CLERKS ASSOCIATION OF CALIFORNIA EXECUTIVE BOARD MEETING

**MINUTES**  
**December 2, 2016**  
**12:00 p.m.**

### **1. CALL TO ORDER**

President Jasso called the meeting to order at 12:20 p.m.

### **2. ATTENDANCE/EXCUSED ABSENCES**

#### **ROLL CALL**

- Jose Jasso, President
- Byron Pope, Past-President
- Wendy Klock-Johnson, First Vice-President
- Stephanie D. Smith, Second Vice-President
- Susan Domen, Treasurer
- Britt Avrit, Recording Secretary
- Randi Johl, Legislative Director
- Mitzi Ortiz, Communications Director
- Dawn Abrahamson, Professional Development Director
- April Sousa, Region 1 Director
- Nora Pimentel, Region 3 Director
- Luisa Zavala, Region 4 Director
- Vicki Kasad, Region 6 Director
- Jerryl Soriano, Region 7 Director
- L. Diane Caldwell, Region 8 Director
- Kerry Bigelow, Region 9 Director
- Anthony Mejia, Region 11 Director
- Tom Graves, Region 13 Director
- Deborah Padovan, Region 14 Director
- Kathy Flamson, Region 16 Director

#### **EXCUSED ABSENCES**

- Mindy Cuppy, Region 2 Director
- Ricca Charlon, Region 5 Director
- Denise Basham, Region 10 Director
- Margaret Wimberly, Region 15 Director

**Avrit moved and Kasad seconded to excuse the absent Board Members;  
motion carried unanimously.**

### **3. INTRODUCTIONS/ANNOUNCEMENTS**

The Board welcomed Region 3 Director, Nora Pimentel and Region 8 Director, Diane Caldwell.

### **4. MINUTES**

#### **a. Approval of October 29, 2016 Meeting Minutes**

Domen discussed her motion regarding Item No. 7b from the October 29, 2016 meeting. The presented minutes are as follows: 3) not allowing dialogues to be held in the same geographic region within six months unless a demonstrated interest is received and approved by the Coordinator. The motion should be amended to read 3) not allowing dialogues to be held in the same geographic region unless a demonstrated interest is received and approved by the Coordinator.

**Avrit moved and Ortiz seconded to approve the October 29, 2016 Minutes as amended; motion carried with Mejia opposed.**

### **5. TREASURER'S REPORT (Domen)**

Domen presented the Treasurer's report; the report shows a loss of \$77,000 which isn't the case as this represents designated funds for the Divisions and each of the Divisions spent their funds which zeroed out the designated funds.

**Smith moved and Soriano seconded to approve the Treasurer's Report; motion carried unanimously.**

### **6. UNFINISHED BUSINESS**

None

## 7. NEW BUSINESS/ACTION/DISCUSSION ITEMS

### a. Revision to Mentoring Policy (Kasad)

Kasad stated this revision cleans up the existing Mentoring Policy and mirrors the changes made to the Athenian Dialogue Policy at the Goal Setting Session in October.

Discussion included clarification of retaining a Committee that will be working with the Coordinator. Additional minor changes to the policy are needed in addition to what was provided to the Board as references to “Professional Development Representatives” need to be removed.

**Johl moved and Zavala seconded a motion to approve the revised Mentoring Policy; motion carried unanimously.**

### b. Communications Strategy – Official Word (Mejia)

Mejia discussed the proposed recommendations provided in the report.

**Mejia moved and Graves seconded a motion to approve moving to an e-newsletter and provided \$500 to begin the process of developing the e-newsletter.**

Discussion took place regarding utilizing a subscription based e-newsletter with possible vendors Member Clicks or Constant Contact; moving communications with CCAC Members away from using the ListServe and discussion of budget availability for this project.

1) explore pilot program for e-newsletter, 2) explore using Member Clicks or Constant Contact \$200 3-month subscription for Constant Contact, if this vendor is the best way to go and 3) \$300 “just-in-case” funds for a branded template, no commitment to using Constant Contact past 3-months;

**Johl moved and Avrit seconded an amended motion to explore a pilot program for e-newsletter options and approved providing funds not to exceed \$500 for a 3-month subscription, if needed, with Contact Contact and “just-in-case” funds; motion carried unanimously.**

### c. Amendments to MMC Recognition Policy (Mejia)

Mejia discussed either updating this policy or eliminating it as it isn’t clear if the policy is being followed.

Discussion took place regarding the process as it was handled in the past by CCAC and the recognition received from IIMC for Clerks who obtain their MMC. Additionally, discussion took place regarding notifying the Board of the Clerks who have obtained their CMC’s or MMC’s.

**Johl moved and Abrahamson seconded a motion to approve the MMC Recognition Policy as presented with an amendment to Section 5.1 – removing the words “via the Official Word”; motion carried unanimously.**

**d. Discussion and Agreement on the name for Region Meetings (Abrahamson)**

Abrahamson stated this item is begin discussed as a result of Goal Setting; discussion took place and the Board decided to title Region Meetings “CCAC Education Workshop, Hosted by Region XX.”

**Direction given, no vote needed.**

**e. Accept and agree to terms of service provided by Pamela Miller for the CCAC One-Day Academy prior to the start of the Annual CCAC Conference (Abrahamson)**

Abrahamson discussed direction she was given by the Board at Goal Setting regarding negotiating with Pamela Miller; the terms have been discussed and are provided in the report with the agenda.

Discussion took place regarding capping sessions due to space or other limitations at the Conference venue.

**Domen moved and Pimentel seconded a motion to accept the terms of service as presented; motion carried unanimously.**

**f. Updates from Goal Setting Workgroups (Workgroup Chairs)**

Smith provided an update on the ‘Toolkit’ workgroup; committee members are gathering various documents and templates to place in the ‘Toolkit.’

Johl discussed the progress on the committees she is working with; job descriptions and Board Member 101.

Abrahamson discussed actions taken with regard to the need for presenters at Region Workshops; encouraged Region Directors to keep her updated with presenters at upcoming workshops.

**8. DIRECTORS’ REPORTS**

**a. First Vice President (Klock-Johnson)**

No Report

**b. Second Vice President (Smith)**

Smith discussed membership renewals will be arriving via email the first week of December and stated the CCAC store at the annual conference will be managed by Marilyn Bonus, Deputy City Clerk City of Ontario.

**c. Communications Director (Ortiz)**

No Report

**d. Legislative Director (Johl)**

No Report

**e. Professional Development Director (Abrahamson)**

Abrahamson stated the Professional Development Committee met and has awarded scholarships to more than 50 individuals and stated the committee is working on ideas for the upcoming Annual Conference; stated the next Nuts & Bolts training is being held in February in Rancho Cordova.

**f. Region Directors**

**1. Region 1 Report (Sousa)**

Sousa thanked Second Vice-President Smith for providing the member list for her region and has reached out to a Clerk who isn't currently a member of CCAC.

**2. Region 2 Report (Cuppy)**

No Report

**3. Region 3 Report (Pimentel)**

Pimentel stated she is looking forward to working with the Board and stated Region 3 recently hosted a successful workshop.

**4. Region 4 Report (Zavala)**

Zavala stated Region 4's upcoming workshop is being held in Tulare on January 24<sup>th</sup> and will cover E-Records.

**5. Region 5 Report (Charlon)**

No Report

**6. Region 6 Report (Kasad)**

Kasad stated Region 6 held a well-attended workshop in November.

**7. Region 7 Report (Soriano)**

Soriano stated Region 7 held a workshop in November and will host in June which may be held in the City of Corona.

**8. Region 8 Report (Caldwell)**

Caldwell stated Region 8 will host a workshop in January at the City of Imperial covering E-Records.

**9. Region 9 Report (Bigelow)**

Bigelow stated Region 5 will host its next workshop in May.

**10. Region 10 Report (Basham)**

No Report

**11. Region 11 Report (Mejia)**

Mejia stated Region 11 will be hosting a workshop in February in Santa Clarita and encouraged everyone to sign up for Athenian Dialogues.

**12. Region 12 Report (*vacant*)**

*No report*

**13. Region 13 Report (Graves)**

Graves stated Region 13 will be hosting a workshop in April and thanked the City of Salinas for their generosity at their recent workshop and discussed Hollister's upcoming Athenian Dialogue.

**14. Region 14 Report (Padovan)**

Padovan stated Region 14 will host a workshop in Atherton in March and is considering using Survey Monkey for future workshops to determine where the Members would like to meet.

**15. Region 15 Report (Wimberly)**

No Report

**16. Region 16 Report (Flamson)**

Flamson stated Region 16 is hosting a workshop January 27<sup>th</sup> covering E-Records and the next workshop will be held in Petaluma in July.

**g. Past President (Pope)**

Pope offered his assistance to anyone who may need it, discussed the nomination period for the Pat Hammers award and discussed reaching out to agencies that may not be CCAC members.

**9. PRESIDENT'S REPORT (Jasso)**

President Jasso discussed his visit with Clerks in Alaska and stated a conference call should be held soon for planning the Annual Conference.

Abrahamson discussed a draft sponsorship package that will be sent to the Board.

Discussion took place regarding FAQ's for the CCAC website.

**10. ADJOURNMENT**

President Jasso adjourned the meeting at 1:49 p.m.





## CITY CLERKS ASSOCIATION OF CALIFORNIA

<p><b>MINUTES – ACTION TAKEN VIA E-VOTE</b> <b>December 27, 2016</b></p>
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**1. Approval of President Jasso’s appointment of Michelle Ascension, City Clerk for the City of Oxnard, to fill vacant Region 12 Director position:**

With the exception of the vacant Region 12 Director position and all but one Board member casting a vote, the Board unanimously approved the appointment of Michelle Ascension to fill the vacant Region 12 Director position.



## CITY CLERKS ASSOCIATION OF CALIFORNIA

<p><b>MINUTES – ACTION TAKEN VIA E-VOTE</b> <b>February 1, 2017</b></p>
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**1. Approval of Revised Volunteer Policy as submitted:**

With all but three Board members casting a vote, the Board unanimously approved the proposed Revised Volunteer Policy changing “interested volunteer” to “interested member” in the final policy document.



## CITY CLERKS ASSOCIATION OF CALIFORNIA

<p><b>MINUTES – ACTION TAKEN VIA E-VOTE</b> <b>March 27-28, 2017</b></p>
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**1. Approval of Code of Conduct Policy as submitted:**

With all but three Board members casting a vote, the Board approved the proposed Code of Conduct Policy by the following vote: 18 yes, 3 no (Graves, Mejia, Wimberly).

**City Clerk's Association of California**  
**Balance Sheet**  
As of January 31, 2017

	Jan 31, 17	Jan 31, 16	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · CASH CCAC			
10100 · General Banking			
10040 · US Bank Savings - 2770	93,390.21	43,384.27	50,005.94
10030 · US Bank CD - 8172	7,916.71	7,912.75	3.96
10020 · US Bank CD - 7881	7,932.95	7,927.98	4.97
10050 · US Bank checking- Rgn IX- 6594	7,264.56	5,449.76	1,814.80
10010 · US Bank Checking - 8960	130,461.48	186,498.47	-56,036.99
Total 10100 · General Banking	246,965.91	251,173.23	-4,207.32
Total 10300 · Nothern Division Accounts	0.00	65,373.33	-65,373.33
Total 10500 · Central Division Accounts	0.00	23,081.02	-23,081.02
Total 10700 · Southern Divsion Accounts	0.00	46,167.88	-46,167.88
Total Checking/Savings	246,965.91	385,795.46	-138,829.55
Accounts Receivable			
12000 · ACCOUNTS RECEIVABLE	5,400.00	3,240.00	2,160.00
Total Accounts Receivable	5,400.00	3,240.00	2,160.00
Other Current Assets			
13000 · Prepaid Expenses	6,012.86	0.00	6,012.86
14999 · Undeposited Funds	400.00	1,000.00	-600.00
Total Other Current Assets	6,412.86	1,000.00	5,412.86
Total Current Assets	258,778.77	390,035.46	-131,256.69
<b>TOTAL ASSETS</b>	<b>258,778.77</b>	<b>390,035.46</b>	<b>-131,256.69</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Total Credit Cards	92.65	858.42	-765.77
Total Current Liabilities	92.65	858.42	-765.77
Long Term Liabilities			
28000 · Designated Funds			
28700 · Education funds for the North	19,336.04	0.00	19,336.04
28100 · General Scholarship Funds	1,157.20	0.00	1,157.20
28400 · Central Division Specific Exp.	21,543.35	0.00	21,543.35
28600 · Pat Hammers Memorial Sch. (N&B)	21,017.97	0.00	21,017.97
28900 · TTC funds	415.00	0.00	415.00
Total 28000 · Designated Funds	63,469.56	0.00	63,469.56
Total Long Term Liabilities	63,469.56	0.00	63,469.56
Total Liabilities	63,562.21	858.42	62,703.79
Equity			
30000 · NET ASSETS			
31000 · Unrestricted Net Assets	194,693.26	277,578.41	-82,885.15
32000 · Designated Net Assets	0.00	850.00	-850.00
Total 30000 · NET ASSETS	194,693.26	278,428.41	-83,735.15
39999 · Retained Earnings	7,464.83	22,158.42	-14,693.59
Net Income	-6,941.53	88,590.21	-95,531.74
Total Equity	195,216.56	389,177.04	-193,960.48
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>258,778.77</b>	<b>390,035.46</b>	<b>-131,256.69</b>

**City Clerk's Association of California**  
**Profit & Loss**  
January 2017

	Jan 17	Jul '16 - Jan 17
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
4000 · MEMBERSHIP DUES	23,845.00	81,112.75
4450 · Education Income		
4450.12 · Region 12 Meetings	80.00	80.00
4450.9 · Region 9 Meetings	240.00	240.00
4450.1 · Region 1 Meetings	0.00	280.00
4450.2 · Region 2 Meetings	0.00	600.00
4450.3 · Region 3 Meetings	0.00	680.00
4450.4 · Region 4 Meetings	400.00	600.00
4450.5 · Region 5 Meetings	360.00	360.00
4450.6 · Region 6 Meetings	40.00	1,160.00
4450.7 · Region 7 Meetings	0.00	80.00
4450.8 · Region 8 Meetings	240.00	240.00
4450.10 · Region 10 Meeting	400.00	400.00
4450.11 · Region 11 Meetings	360.00	360.00
4450.13 · Region 13 Meetings	0.00	360.00
4450.15 · Region 15 Meetings	680.00	680.00
4450.16 · Region 16 Meetings	560.00	640.00
4450 · Education Income - Other	0.00	200.00
<b>Total 4450 · Education Income</b>	<b>3,360.00</b>	<b>6,960.00</b>
46500 · Region IX Income	0.00	3,240.00
4210 · Scholarship Income		
4210.6 · Income from Designated TCC fund	0.00	515.00
<b>Total 4210 · Scholarship Income</b>	<b>0.00</b>	<b>515.00</b>
4100 · CONFERENCES		
4103.2 · 103.2 Exhibitor/ Sponsor		
4103.5 · 103.5 Sponsorships	1,000.00	14,500.00
41032b · 103.2 b - Additional Reps	0.00	100.00
4103.2 · 103.2 Exhibitor/ Sponsor - Other	460.00	460.00
<b>Total 4103.2 · 103.2 Exhibitor/ Sponsor</b>	<b>1,460.00</b>	<b>15,060.00</b>
4103.2c · 103.2 c - Banquet Tix	65.00	195.00
4103.2d · 103.2 d - Wed night event	65.00	65.00
4103.3 · 103.3 Registration Fees	0.00	4,230.00
4100 · CONFERENCES - Other	575.00	575.00
<b>Total 4100 · CONFERENCES</b>	<b>2,165.00</b>	<b>20,125.00</b>
4300 · Training Revenue		
4120.1 · 120.1 Nuts & Bolts South	0.00	19,675.00
4120.2 · 120.2 Nuts & Bolts Central	0.00	4,250.00
4120.3 · 120.3 Nuts & Bolts North	5,125.00	7,625.00
4120.4 · 120.4 Income - Athenian Dialogu	1,900.00	12,260.00
<b>Total 4300 · Training Revenue</b>	<b>7,025.00</b>	<b>43,810.00</b>
4600 · FUNDRAISING		
4107.4 · 107.4 Cruise (MCEF)	55.00	55.00

**City Clerk's Association of California**  
**Profit & Loss**  
January 2017

	Jan 17	Jul '16 - Jan 17
Total 4600 · FUNDRAISING	55.00	55.00
47000 · Investments		
4102.1 · 102.1 Interest-Sav, CD, Checkg	2.20	13.13
Total 47000 · Investments	2.20	13.13
4800 · OTHER REVENUES		
4500 · Advertising Revenue	3,000.00	10,400.00
4400 · Handbook Revenue	160.00	1,560.00
Total 4800 · OTHER REVENUES	3,160.00	11,960.00
<b>Total Income</b>	<b>39,612.20</b>	<b>167,790.88</b>
<b>Gross Profit</b>	<b>39,612.20</b>	<b>167,790.88</b>
<b>Expense</b>		
6266 · Education Expense		
6266.1 · Region 1 Meetings Expense	0.00	2,097.50
6266.2 · Region 2 Meetings Expense	0.00	4,337.50
6266.3 · Region 3 Meetings Expense	0.00	288.00
6266.6 · Region 6 Meetings Expense	0.00	2,037.23
6266.7 · Region 7 Meetings Expense	0.00	2,140.40
6266.13 · Region 13 Meetings Expense	0.00	2,000.00
Total 6266 · Education Expense	0.00	12,900.63
6209 · IIMC & Region IX expense	0.00	3,188.82
6201 · 201 Presidential Expenses		
6201.1 · 201.1 Institute Dir Support	0.00	237.60
6201 · 201 Presidential Expenses - Other	0.00	3,802.01
Total 6201 · 201 Presidential Expenses	0.00	4,039.61
6200 · OPERATING EXPENSES		
6202.2 · 202.2 Postage, Mailing Service	0.00	147.57
6202.5 · 202.5 Printing and Copying	0.00	6.70
6202.7 · 202.7 Telephone	0.00	337.56
6212 · Bank Fees	118.65	151.99
Total 6200 · OPERATING EXPENSES	118.65	643.82
6203 · 203 Professional Services		
6203.25 · Association Managemet Fees	2,163.00	14,763.00
6203.6 · 203.6 Election Expenses	0.00	3,337.49
Total 6203 · 203 Professional Services	2,163.00	18,100.49
6204 · 204 Committees		
6204.2 · 204.2 Legislative	0.00	1,195.44
6204.4 · 204.4 Educ / Prof. Development	0.00	600.00
Total 6204 · 204 Committees	0.00	1,795.44
6205 · 205 Recognition & Awards	0.00	298.50
62071 · 207.1 Webmaster Expense	25.00	145.00
6208 · 208-Annual Conference		
208.12 Registration Expenses	1,319.59	2,330.57
6208 · 208-Annual Conference - Other	0.00	-488.62
Total 6208 · 208-Annual Conference	1,319.59	1,841.95

**City Clerk's Association of California**  
**Profit & Loss**  
January 2017

	Jan 17	Jul '16 - Jan 17
6218 · 208- 2017 Annual Conference	4,810.00	6,226.14
6211 · 211 Board Expense		
6211.3 · Board Travel	0.00	799.58
6211.5 · Goal Setting	0.00	11,620.66
6211 · 211 Board Expense - Other	0.00	1,920.00
<b>Total 6211 · 211 Board Expense</b>	<b>0.00</b>	<b>14,340.24</b>
6220 · 220 Training expenses		
6220.1 · 220.1 Nuts & Bolts South	0.00	8,313.46
6220.2 · 220.2 Nuts & Bolts Central	0.00	10,154.05
6222 · Athenian Dialogue	868.25	8,153.60
<b>Total 6220 · 220 Training expenses</b>	<b>868.25</b>	<b>26,621.11</b>
6221 · 221 Scholarships		
6221.60 · TC / LTC/MMCA	300.00	14,865.00
6221.11 · Alternataive	2,600.00	2,600.00
<b>Total 6221 · 221 Scholarships</b>	<b>2,900.00</b>	<b>17,465.00</b>
<b>Total Expense</b>	<b>12,204.49</b>	<b>107,606.75</b>
<b>Net Ordinary Income</b>	<b>27,407.71</b>	<b>60,184.13</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
47500 · Division Income		
47575 · Southern Interest	0.00	2.14
4102.5 · Central Division Interest	0.00	1.53
47520 · Division Meeting	0.00	4,283.50
47570 · Southern Division Income	0.00	9,770.00
45730 · Central Division Income	0.00	3,088.00
47510 · Northern Division Income	0.00	10,884.25
<b>Total 47500 · Division Income</b>	<b>0.00</b>	<b>28,029.42</b>
<b>Total Other Income</b>	<b>0.00</b>	<b>28,029.42</b>
<b>Other Expense</b>		
8025 · Tranfer of Funds	0.00	0.00
67000 · Division Expenses		
6780 · Grant Expense	0.00	22,980.00
6770 · Division Scholarships	0.00	39,278.80
6760 · Administrative Expenses	0.00	2,323.68
6745 · Education	0.00	850.00
6750 · Travel Expense	0.00	5,996.06
6730 · Host Gifts	0.00	1,512.87
6720 · Speaker Fees	0.00	6,581.19
6710 · Meetings	0.00	15,712.48
<b>Total 67000 · Division Expenses</b>	<b>0.00</b>	<b>95,235.08</b>
8050 · Prior Year Adjustment	0.00	-80.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>95,155.08</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>-67,125.66</b>
<b>Net Income</b>	<b>27,407.71</b>	<b>-6,941.53</b>

City Clerk's Association of California  
Profit & Loss

July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	TOTAL
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>4000 · MEMBERSHIP DUES</b>								
4000 · MEMBERSHIP DUES - Other	6,820.00	5,945.00	20,192.75	190.00	665.00	23,455.00	23,845.00	81,112.75
<b>Total 4000 · MEMBERSHIP DUES</b>	<b>6,820.00</b>	<b>5,945.00</b>	<b>20,192.75</b>	<b>190.00</b>	<b>665.00</b>	<b>23,455.00</b>	<b>23,845.00</b>	<b>81,112.75</b>
<b>4450 · Education Income</b>								
4450.12 · Region 12 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	80.00	80.00
4450.9 · Region 9 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	240.00	240.00
4450.1 · Region 1 Meetings	0.00	0.00	0.00	280.00	0.00	0.00	0.00	280.00
4450.2 · Region 2 Meetings	0.00	0.00	0.00	0.00	600.00	0.00	0.00	600.00
4450.3 · Region 3 Meetings	0.00	0.00	0.00	680.00	0.00	0.00	0.00	680.00
4450.4 · Region 4 Meetings	0.00	0.00	0.00	0.00	0.00	200.00	400.00	600.00
4450.5 · Region 5 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	360.00	360.00
4450.6 · Region 6 Meetings	0.00	0.00	0.00	560.00	560.00	0.00	40.00	1,160.00
4450.7 · Region 7 Meetings	0.00	0.00	0.00	0.00	80.00	0.00	0.00	80.00
4450.8 · Region 8 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	240.00	240.00
4450.10 · Region 10 Meeting	0.00	0.00	0.00	0.00	0.00	0.00	400.00	400.00
4450.11 · Region 11 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	360.00	360.00
4450.13 · Region 13 Meetings	0.00	0.00	0.00	120.00	240.00	0.00	0.00	360.00
4450.15 · Region 15 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	680.00	680.00
4450.16 · Region 16 Meetings	0.00	0.00	0.00	0.00	0.00	80.00	560.00	640.00
4450 · Education Income - Other	0.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00
<b>Total 4450 · Education Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,840.00</b>	<b>1,480.00</b>	<b>280.00</b>	<b>3,360.00</b>	<b>6,960.00</b>
<b>46500 · Region IX Income</b>	<b>3,240.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,240.00</b>
<b>4210 · Scholarship Income</b>								
4210.6 · Income from Designated TCC fund	515.00	0.00	0.00	0.00	0.00	0.00	0.00	515.00
<b>Total 4210 · Scholarship Income</b>	<b>515.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>515.00</b>
<b>4100 · CONFERENCES</b>								
<b>4103.2 · 103.2 Exhibitor/ Sponsor</b>								
4103.5 · 103.5 Sponsorships	0.00	0.00	0.00	0.00	12,000.00	1,500.00	1,000.00	14,500.00
41032b · 103.2 b - Additional Reps	0.00	0.00	0.00	0.00	100.00	0.00	0.00	100.00
4103.2a · 103.2a - Booth (\$1000)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4103.2 · 103.2 Exhibitor/ Sponsor - Other	0.00	0.00	0.00	0.00	0.00	0.00	460.00	460.00
<b>Total 4103.2 · 103.2 Exhibitor/ Sponsor</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,100.00</b>	<b>1,500.00</b>	<b>1,460.00</b>	<b>15,060.00</b>
4103.2c · 103.2 c - Banquet Tix	0.00	0.00	0.00	0.00	130.00	0.00	65.00	195.00
4103.2d · 103.2 d - Wed night event	0.00	0.00	0.00	0.00	0.00	0.00	65.00	65.00
4103.3 · 103.3 Registration Fees								



## City Clerk's Association of California Profit & Loss

July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	TOTAL
4103.3 - 103.3 Registration Fees - Other	190.00	240.00	0.00	0.00	1,900.00	1,900.00	0.00	4,230.00
<b>Total 4103.3 - 103.3 Registration Fees</b>	<b>190.00</b>	<b>240.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,900.00</b>	<b>1,900.00</b>	<b>0.00</b>	<b>4,230.00</b>
4100 - CONFERENCES - Other	0.00	0.00	0.00	0.00	0.00	0.00	575.00	575.00
<b>Total 4100 - CONFERENCES</b>	<b>190.00</b>	<b>240.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,130.00</b>	<b>3,400.00</b>	<b>2,165.00</b>	<b>20,125.00</b>
<b>4300 - Training Revenue</b>								
4120.1 - 120.1 Nuts & Bolts South	0.00	350.00	9,275.00	7,950.00	2,125.00	-25.00	0.00	19,675.00
4120.2 - 120.2 Nuts & Bolts Central	4,250.00	0.00	0.00	0.00	0.00	0.00	0.00	4,250.00
4120.3 - 120.3 Nuts & Bolts North	0.00	0.00	0.00	200.00	550.00	1,750.00	5,125.00	7,625.00
4120.4 - 120.4 Income - Athenian Dialogu	920.00	2,140.00	500.00	1,500.00	3,300.00	2,000.00	1,900.00	12,260.00
<b>Total 4300 - Training Revenue</b>	<b>5,170.00</b>	<b>2,490.00</b>	<b>9,775.00</b>	<b>9,650.00</b>	<b>5,975.00</b>	<b>3,725.00</b>	<b>7,025.00</b>	<b>43,810.00</b>
<b>4600 - FUNDRAISING</b>								
4107.4 - 107.4 Cruise (MCEF)	0.00	0.00	0.00	0.00	0.00	0.00	55.00	55.00
<b>Total 4600 - FUNDRAISING</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>55.00</b>	<b>55.00</b>
<b>47000 - Investments</b>								
4102.1 - 102.1 Interest-Sav, CD, Checkg	3.02	0.33	0.40	3.71	0.76	2.71	2.20	13.13
<b>Total 47000 - Investments</b>	<b>3.02</b>	<b>0.33</b>	<b>0.40</b>	<b>3.71</b>	<b>0.76</b>	<b>2.71</b>	<b>2.20</b>	<b>13.13</b>
<b>4800 - OTHER REVENUES</b>								
4500 - Advertising Revenue	600.00	1,600.00	1,600.00	1,400.00	1,200.00	1,000.00	3,000.00	10,400.00
4400 - Handbook Revenue	0.00	40.00	600.00	680.00	80.00	0.00	160.00	1,560.00
<b>Total 4800 - OTHER REVENUES</b>	<b>600.00</b>	<b>1,640.00</b>	<b>2,200.00</b>	<b>2,080.00</b>	<b>1,280.00</b>	<b>1,000.00</b>	<b>3,160.00</b>	<b>11,960.00</b>
<b>Total Income</b>	<b>16,538.02</b>	<b>10,315.33</b>	<b>32,168.15</b>	<b>13,763.71</b>	<b>23,530.76</b>	<b>31,862.71</b>	<b>39,612.20</b>	<b>167,790.88</b>
<b>Gross Profit</b>	<b>16,538.02</b>	<b>10,315.33</b>	<b>32,168.15</b>	<b>13,763.71</b>	<b>23,530.76</b>	<b>31,862.71</b>	<b>39,612.20</b>	<b>167,790.88</b>
<b>Expense</b>								
<b>6266 - Education Expense</b>								
6266.1 - Region 1 Meetings Expense	0.00	0.00	0.00	2,097.50	0.00	0.00	0.00	2,097.50
6266.2 - Region 2 Meetings Expense	0.00	0.00	0.00	2,000.00	2,337.50	0.00	0.00	4,337.50
6266.3 - Region 3 Meetings Expense	0.00	0.00	0.00	0.00	288.00	0.00	0.00	288.00
6266.6 - Region 6 Meetings Expense	0.00	0.00	0.00	537.23	1,500.00	0.00	0.00	2,037.23
6266.7 - Region 7 Meetings Expense	0.00	0.00	0.00	0.00	2,140.40	0.00	0.00	2,140.40
6266.13 - Region 13 Meetings Expense	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	2,000.00
<b>Total 6266 - Education Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,634.73</b>	<b>8,265.90</b>	<b>0.00</b>	<b>0.00</b>	<b>12,900.63</b>
<b>6209 - IIMC &amp; Region IX expense</b>								
6209 - IIMC & Region IX expense - Other	200.50	60.63	2,343.06	56.50	528.13	0.00	0.00	3,188.82
<b>Total 6209 - IIMC &amp; Region IX expense</b>	<b>200.50</b>	<b>60.63</b>	<b>2,343.06</b>	<b>56.50</b>	<b>528.13</b>	<b>0.00</b>	<b>0.00</b>	<b>3,188.82</b>
<b>6201 - 201 Presidential Expenses</b>								
6201.1 - 201.1 Institute Dir Support	0.00	0.00	0.00	0.00	237.60	0.00	0.00	237.60
6201 - 201 Presidential Expenses - Other	0.00	0.00	1,269.61	1,706.46	647.85	178.09	0.00	3,802.01

City Clerk's Association of California  
Profit & Loss

July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	TOTAL
Total 6201 - 201 Presidential Expenses	0.00	0.00	1,269.61	1,706.46	885.45	178.09	0.00	4,039.61
<b>6200 - OPERATING EXPENSES</b>								
6202.2 - 202.2 Postage, Mailing Service	9.77	0.00	18.60	0.46	106.07	12.67	0.00	147.57
6202.5 - 202.5 Printing and Copying	0.00	0.00	0.10	0.14	1.34	5.12	0.00	6.70
6202.7 - 202.7 Telephone	99.76	0.00	51.57	43.45	47.38	95.40	0.00	337.56
6212 - Bank Fees	13.00	3.00	3.00	3.00	3.00	8.34	118.65	151.99
<b>Total 6200 - OPERATING EXPENSES</b>	<b>122.53</b>	<b>3.00</b>	<b>73.27</b>	<b>47.05</b>	<b>157.79</b>	<b>121.53</b>	<b>118.65</b>	<b>643.82</b>
<b>6203 - 203 Professional Services</b>								
6203.25 - Association Managemet Fees	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,163.00	14,763.00
6203.6 - 203.6 Election Expenses	0.00	0.00	0.00	0.00	3,337.49	0.00	0.00	3,337.49
<b>Total 6203 - 203 Professional Services</b>	<b>2,100.00</b>	<b>2,100.00</b>	<b>2,100.00</b>	<b>2,100.00</b>	<b>5,437.49</b>	<b>2,100.00</b>	<b>2,163.00</b>	<b>18,100.49</b>
<b>6204 - 204 Committees</b>								
6204.2 - 204.2 Legislative	153.00	0.00	0.00	1,042.44	0.00	0.00	0.00	1,195.44
6204.4 - 204.4 Educ / Prof. Development	0.00	0.00	0.00	0.00	600.00	0.00	0.00	600.00
<b>Total 6204 - 204 Committees</b>	<b>153.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,042.44</b>	<b>600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,795.44</b>
<b>6205 - 205 Recognition &amp; Awards</b>	<b>0.00</b>	<b>0.00</b>	<b>298.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>298.50</b>
<b>62071 - 207.1 Webmaster Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>120.00</b>	<b>0.00</b>	<b>25.00</b>	<b>145.00</b>
<b>6208 - 208-Annual Conference</b>								
208.12 Registratn Expenses	132.14	269.81	108.24	85.41	415.38	0.00	1,319.59	2,330.57
6208 - 208-Annual Conference - Other	0.00	0.00	-855.62	0.00	367.00	0.00	0.00	-488.62
<b>Total 6208 - 208-Annual Conference</b>	<b>132.14</b>	<b>269.81</b>	<b>-747.38</b>	<b>85.41</b>	<b>782.38</b>	<b>0.00</b>	<b>1,319.59</b>	<b>1,841.95</b>
<b>6218 - 208- 2017 Annual Conference</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>416.14</b>	<b>1,000.00</b>	<b>0.00</b>	<b>4,810.00</b>	<b>6,226.14</b>
<b>6211 - 211 Board Expense</b>								
6211.3 - Board Travel	0.00	0.00	0.00	0.00	0.00	799.58	0.00	799.58
6211.5 - Goal Setting	0.00	0.00	0.00	5,043.91	6,132.60	444.15	0.00	11,620.66
6211 - 211 Board Expense - Other	0.00	0.00	0.00	1,920.00	0.00	0.00	0.00	1,920.00
<b>Total 6211 - 211 Board Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,963.91</b>	<b>6,132.60</b>	<b>1,243.73</b>	<b>0.00</b>	<b>14,340.24</b>
<b>6220 - 220 Training expenses</b>								
6220.1 - 220.1 Nuts & Bolts South	0.00	0.00	0.00	8,313.46	0.00	0.00	0.00	8,313.46
6220.2 - 220.2 Nuts & Bolts Central	8,771.14	0.00	0.00	0.00	0.00	1,382.91	0.00	10,154.05
6222 - Athenian Dialogue	518.23	1,727.30	0.00	1,743.82	1,689.20	1,606.80	868.25	8,153.60
<b>Total 6220 - 220 Training expenses</b>	<b>9,289.37</b>	<b>1,727.30</b>	<b>0.00</b>	<b>10,057.28</b>	<b>1,689.20</b>	<b>2,989.71</b>	<b>868.25</b>	<b>26,621.11</b>
<b>6221 - 221 Scholarships</b>								
6221.60 - TC / LTC/MMCA	1,965.00	0.00	0.00	12,600.00	0.00	0.00	300.00	14,865.00
6221.11 - Alternataive	0.00	0.00	0.00	0.00	0.00	0.00	2,600.00	2,600.00
<b>Total 6221 - 221 Scholarships</b>	<b>1,965.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,900.00</b>	<b>17,465.00</b>
<b>Total Expense</b>	<b>13,962.54</b>	<b>4,160.74</b>	<b>5,337.06</b>	<b>39,709.92</b>	<b>25,598.94</b>	<b>6,633.06</b>	<b>12,204.49</b>	<b>107,606.75</b>

**City Clerk's Association of California  
Profit & Loss**

July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	TOTAL
<b>Net Ordinary Income</b>	2,575.48	6,154.59	26,831.09	-25,946.21	-2,068.18	25,229.65	27,407.71	60,184.13
<b>Other Income/Expense</b>								
<b>Other Income</b>								
<b>47500 · Division Income</b>								
47575 · Southern Interest	0.00	2.14	0.00	0.00	0.00	0.00	0.00	2.14
4102.5 · Central Division Interest	0.00	0.00	1.53	0.00	0.00	0.00	0.00	1.53
47520 · Division Meeting	0.00	0.00	900.00	3,383.50	0.00	0.00	0.00	4,283.50
47570 · Southern Division Income	0.00	0.00	9,770.00	0.00	0.00	0.00	0.00	9,770.00
45730 · Central Division Income	0.00	0.00	3,088.00	0.00	0.00	0.00	0.00	3,088.00
47510 · Northern Division Income	0.00	0.00	0.00	10,884.25	0.00	0.00	0.00	10,884.25
<b>Total 47500 · Division Income</b>	0.00	2.14	13,759.53	14,267.75	0.00	0.00	0.00	28,029.42
<b>Total Other Income</b>	0.00	2.14	13,759.53	14,267.75	0.00	0.00	0.00	28,029.42
<b>Other Expense</b>								
8025 · Tranfer of Funds	0.00	0.00	42,561.32	-42,561.32	0.00	0.00	0.00	0.00
<b>67000 · Division Expenses</b>								
6780 · Grant Expense	0.00	0.00	2,980.00	20,000.00	0.00	0.00	0.00	22,980.00
6770 · Division Scholarships	0.00	0.00	13,432.03	25,846.77	0.00	0.00	0.00	39,278.80
6760 · Administrative Expenses	0.00	0.00	2,103.13	220.55	0.00	0.00	0.00	2,323.68
6745 · Education	0.00	0.00	850.00	0.00	0.00	0.00	0.00	850.00
6750 · Travel Expense	0.00	0.00	3,532.77	2,463.29	0.00	0.00	0.00	5,996.06
6730 · Host Gifts	0.00	0.00	315.61	1,197.26	0.00	0.00	0.00	1,512.87
6720 · Speaker Fees	0.00	0.00	1,754.81	4,826.38	0.00	0.00	0.00	6,581.19
6710 · Meetings	0.00	0.00	9,924.01	5,788.47	0.00	0.00	0.00	15,712.48
<b>Total 67000 · Division Expenses</b>	0.00	0.00	34,892.36	60,342.72	0.00	0.00	0.00	95,235.08
8050 · Prior Year Adjustment	0.00	-80.00	0.00	0.00	0.00	0.00	0.00	-80.00
<b>Total Other Expense</b>	0.00	-80.00	77,453.68	17,781.40	0.00	0.00	0.00	95,155.08
<b>Net Other Income</b>	0.00	82.14	-63,694.15	-3,513.65	0.00	0.00	0.00	-67,125.66
<b>Net Income</b>	<b>2,575.48</b>	<b>6,236.73</b>	<b>-36,863.06</b>	<b>-29,459.86</b>	<b>-2,068.18</b>	<b>25,229.65</b>	<b>27,407.71</b>	<b>-6,941.53</b>





City Clerk's Association of California  
Profit & Loss by Class  
July 2016 through January 2017

	Region 1 (Regions)	Region 2 (Regions)	Region 3 (Regions)	Region 4 (Regions)	Region 5 (Regions)	Region 6 (Regions)	Region 7 (Regions)	Region 8 (Regions)	Region 9 (Regions)	Region 10 (Regions)	Region 11 (Regions)	Region 12 (Regions)	Region 13 (Regions)	Region 15 (Regions)	Region 16 (Regions)	Other (Regions)	Total Regions	Central Dis	Southern Dis	Northern Dis	Total Dis	Unclassified	TOTAL
67000 - Division Expenses																							
6780 - Grant Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,980.00	20,000.00	22,980.00	0.00	22,980.00
6770 - Division Scholarships	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00	12,182.03	25,846.77	39,278.80	0.00	39,278.80
6760 - Administrative Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,103.13	220.55	2,323.68	0.00	2,323.68
6745 - Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	850.00	0.00	0.00	850.00	0.00	850.00
6750 - Travel Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,532.77	2,463.29	5,996.06	0.00	5,996.06
6730 - Host Gifts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	205.71	109.90	1,197.26	1,512.87	0.00	1,512.87
6720 - Speaker Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,754.81	4,826.38	6,581.19	0.00	6,581.19
6710 - Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,806.39	7,117.62	5,788.47	15,712.48	0.00	15,712.48
Total 67000 - Division Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,112.10	29,780.26	60,342.72	95,235.08	0.00	95,235.08
8050 - Prior Year Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-80.00	-80.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,112.10	50,798.23	60,342.72	116,253.05	-21,097.97	95,155.08
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,122.57	-41,028.23	-46,074.97	-88,225.77	21,100.11	-67,125.66
Net Income	-1,817.50	-3,737.50	392.00	600.00	360.00	-877.23	-2,060.40	240.00	1,410.30	400.00	360.00	80.00	-1,640.00	680.00	640.00	200.00	-4,770.33	-1,538.59	-25,152.23	-46,074.97	-72,765.79	70,594.59	-6,941.53

**City Clerk's Association of California**  
**Balance Sheet**  
As of February 28, 2017

	Feb 28, 17	Feb 29, 16	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · CASH CCAC			
10100 · General Banking			
10010 · US Bank Checking - 8960	233,300.45	232,175.68	1,124.77
10030 · US Bank CD - 8172	7,916.71	7,912.75	3.96
10020 · US Bank CD - 7881	7,933.25	7,927.98	5.27
10040 · US Bank Savings - 2770	93,390.95	43,384.60	50,006.35
10050 · US Bank checking- Rgn IX- 6594	7,264.56	5,449.76	1,814.80
<b>Total 10100 · General Banking</b>	<b>349,805.92</b>	<b>296,850.77</b>	<b>52,955.15</b>
10300 · Nothern Division Accounts			
10320 · Bank of the West Checking	0.00	44,811.74	-44,811.74
10350 · Bank of the West CD	0.00	20,561.59	-20,561.59
<b>Total 10300 · Nothern Division Accounts</b>	<b>0.00</b>	<b>65,373.33</b>	<b>-65,373.33</b>
10500 · Central Division Accounts			
10510 · Bank of America CD1	0.00	11,639.10	-11,639.10
10530 · Bank of America CD2	0.00	3,371.08	-3,371.08
10550 · Bank of America Checking	0.00	8,070.84	-8,070.84
<b>Total 10500 · Central Division Accounts</b>	<b>0.00</b>	<b>23,081.02</b>	<b>-23,081.02</b>
10700 · Southern Divsion Accounts			
10710 · Wells Fargo Checking	0.00	36,674.25	-36,674.25
10730 · Wells Fargo Money Market	0.00	9,493.63	-9,493.63
<b>Total 10700 · Southern Divsion Accounts</b>	<b>0.00</b>	<b>46,167.88</b>	<b>-46,167.88</b>
<b>Total 10000 · CASH CCAC</b>	<b>349,805.92</b>	<b>431,473.00</b>	<b>-81,667.08</b>
<b>Total Checking/Savings</b>	<b>349,805.92</b>	<b>431,473.00</b>	<b>-81,667.08</b>
Accounts Receivable			
12000 · ACCOUNTS RECEIVABLE			
	3,200.00	4,640.00	-1,440.00
<b>Total Accounts Receivable</b>	<b>3,200.00</b>	<b>4,640.00</b>	<b>-1,440.00</b>
Other Current Assets			
13000 · Prepaid Expenses			
	6,012.86	0.00	6,012.86
14999 · Undeposited Funds			
	7,000.00	1,000.00	6,000.00
<b>Total Other Current Assets</b>	<b>13,012.86</b>	<b>1,000.00</b>	<b>12,012.86</b>
<b>Total Current Assets</b>	<b>366,018.78</b>	<b>437,113.00</b>	<b>-71,094.22</b>
<b>TOTAL ASSETS</b>	<b>366,018.78</b>	<b>437,113.00</b>	<b>-71,094.22</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · ACCOUNTS PAYABLE			
	131.67	2,000.00	-1,868.33
<b>Total Accounts Payable</b>	<b>131.67</b>	<b>2,000.00</b>	<b>-1,868.33</b>
Credit Cards			
25000 · Association Credit Cards			
	4,997.41	1,787.19	3,210.22
<b>Total 25000 · Association Credit Cards</b>	<b>4,997.41</b>	<b>1,787.19</b>	<b>3,210.22</b>
<b>Total Credit Cards</b>	<b>4,997.41</b>	<b>1,787.19</b>	<b>3,210.22</b>

**City Clerk's Association of California**  
**Balance Sheet**  
As of February 28, 2017

	Feb 28, 17	Feb 29, 16	\$ Change
<b>Total Current Liabilities</b>	5,129.08	3,787.19	1,341.89
<b>Long Term Liabilities</b>			
<b>28000 · Designated Funds</b>			
28100 · General Scholarship Funds	1,157.20	0.00	1,157.20
28400 · Central Division Specific Exp.	21,543.35	0.00	21,543.35
28600 · Pat Hammers Memorial Sch. (N&B)	21,017.97	0.00	21,017.97
28700 · Education funds for the North	19,336.04	0.00	19,336.04
28900 · TTC funds	415.00	0.00	415.00
<b>Total 28000 · Designated Funds</b>	63,469.56	0.00	63,469.56
<b>Total Long Term Liabilities</b>	63,469.56	0.00	63,469.56
<b>Total Liabilities</b>	68,598.64	3,787.19	64,811.45
<b>Equity</b>			
<b>30000 · NET ASSETS</b>			
31000 · Unrestricted Net Assets	215,711.23	277,578.41	-61,867.18
32000 · Designated Net Assets	0.00	850.00	-850.00
<b>Total 30000 · NET ASSETS</b>	215,711.23	278,428.41	-62,717.18
39999 · Retained Earnings	7,464.83	22,158.42	-14,693.59
Net Income	74,244.08	132,738.98	-58,494.90
<b>Total Equity</b>	297,420.14	433,325.81	-135,905.67
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>366,018.78</b>	<b>437,113.00</b>	<b>-71,094.22</b>



**City Clerk's Association of California**  
**Profit & Loss**  
February 2017

	Feb 17	Jul '16 - Feb 17
Ordinary Income/Expense		
Income		
4000 · MEMBERSHIP DUES	16,145.00	97,257.75
4100 · CONFERENCES		
4103.0 · Registration Fees	28,635.00	32,865.00
4103.1 · Advanced Academy Fees	5,000.00	5,000.00
4103.2 · Exhibitor/ Sponsor		
4103.2a · Booth (\$1000)	200.00	200.00
4103.2b · Additional Repts	100.00	200.00
4103.5 · Sponsorships	30,000.00	44,500.00
4103.2 · Exhibitor/ Sponsor - Other	27,650.00	28,045.00
Total 4103.2 · Exhibitor/ Sponsor	57,950.00	72,945.00
4103.2c · Banquet Tix	1,040.00	1,235.00
4103.2d · Wed night event	4,225.00	4,355.00
4103.2E · Walk/Run	770.00	770.00
4100 · CONFERENCES - Other	0.00	575.00
Total 4100 · CONFERENCES	97,620.00	117,745.00
4200 · Meeting- Sponsorship	1,000.00	1,000.00
4210 · Scholarship Income		
4210.6 · Income from Designated TCC fund	0.00	515.00
Total 4210 · Scholarship Income	0.00	515.00
4300 · Training Revenue		
4120.1 · Nuts & Bolts South	140.00	19,815.00
4120.2 · Nuts & Bolts Central	600.00	4,850.00
4120.3 · Nuts & Bolts North	841.65	8,466.65
4120.4 · Income - Athenian Dialogu	1,850.00	14,110.00
Total 4300 · Training Revenue	3,431.65	47,241.65
4450 · Education Income		
4450.1 · Region 1 Meetings	80.00	360.00
4450.2 · Region 2 Meetings	0.00	600.00
4450.3 · Region 3 Meetings	0.00	680.00
4450.4 · Region 4 Meetings	80.00	680.00
4450.5 · Region 5 Meetings	80.00	440.00
4450.6 · Region 6 Meetings	0.00	1,160.00
4450.7 · Region 7 Meetings	0.00	80.00
4450.8 · Region 8 Meetings	80.00	320.00
4450.9 · Region 9 Meetings	120.00	360.00
4450.10 · Region 10 Meeting	1,040.00	1,440.00
4450.11 · Region 11 Meetings	-68.70	291.30
4450.12 · Region 12 Meetings	400.00	480.00
4450.13 · Region 13 Meetings	80.00	440.00
4450.14 · Region 14 Meetings	560.00	560.00
4450.15 · Region 15 Meetings	174.39	854.39
4450.16 · Region 16 Meetings	240.00	880.00

**City Clerk's Association of California**  
**Profit & Loss**  
February 2017

	Feb 17	Jul '16 - Feb 17
4450 · Education Income - Other	0.00	200.00
<b>Total 4450 · Education Income</b>	<b>2,865.69</b>	<b>9,825.69</b>
4455 · Region IX Income	0.00	3,240.00
<b>4600 · FUNDRAISING</b>		
4603 · Cruise (MCEF)	0.00	55.00
4600 · FUNDRAISING - Other	25.00	25.00
<b>Total 4600 · FUNDRAISING</b>	<b>25.00</b>	<b>80.00</b>
<b>4700 · Investments</b>		
4710 · Interest-Sav, CD, Checkg	1.04	14.17
<b>Total 4700 · Investments</b>	<b>1.04</b>	<b>14.17</b>
<b>4800 · OTHER REVENUES</b>		
4805 · Advertising Revenue	1,000.00	11,400.00
4810 · Handbook Revenue	80.00	1,640.00
<b>Total 4800 · OTHER REVENUES</b>	<b>1,080.00</b>	<b>13,040.00</b>
<b>Total Income</b>	<b>122,168.38</b>	<b>289,959.26</b>
<b>Gross Profit</b>	<b>122,168.38</b>	<b>289,959.26</b>
<b>Expense</b>		
<b>6266 · Education Expense</b>		
6266.1 · Region 1 Meetings Expenses	0.00	2,097.50
6266.2 · Region 2 Meetings Expenses	0.00	4,337.50
6266.3 · Region 3 Meetings Expenses	0.00	288.00
6266.4 · Region 4 Meetings Expenses	2,300.94	2,300.94
6266.6 · Region 6 Meetings Expenses	0.00	2,037.23
6266.7 · Region 7 Meetings Expenses	0.00	2,140.40
6226.8 · Region 8 Meetings Expenses	2,159.29	2,159.29
6266.13 · Region 13 Meetings Expenses	0.00	2,000.00
6266.15 · Region 15 Meetings Expenses	461.26	461.26
6226.16 · Region 16 Meetings Expenses	2,329.92	2,329.92
<b>Total 6266 · Education Expense</b>	<b>7,251.41</b>	<b>20,152.04</b>
6209 · IIMC & Region IX expense	0.00	3,188.82
<b>6201 · Presidential Expenses</b>		
6201.1 · Institute Dir Support	0.00	237.60
6201 · Presidential Expenses - Other	0.00	3,802.01
<b>Total 6201 · Presidential Expenses</b>	<b>0.00</b>	<b>4,039.61</b>
<b>6200 · OPERATING EXPENSES</b>		
6202.1 · Supplies	169.50	169.50
6202.2 · Postage, Mailing Service	81.24	228.81
6202.5 · Printing and Copying	5.85	12.55
6202.7 · Telephone	136.65	474.21
6202.8 · Bank Fees	7.00	158.99
<b>Total 6200 · OPERATING EXPENSES</b>	<b>400.24</b>	<b>1,044.06</b>
<b>6203 · Professional Services</b>		
6203.6 · Election Expenses	0.00	3,337.49
6203.8 · Association Managemet Fees	2,163.00	16,926.00

**City Clerk's Association of California**  
**Profit & Loss**  
February 2017

	Feb 17	Jul '16 - Feb 17
Total 6203 · Professional Services	2,163.00	20,263.49
6204 · Committees		
6204.2 · Legislative	0.00	1,195.44
6204.4 · Educ / Prof. Development	0.00	600.00
Total 6204 · Committees	0.00	1,795.44
6205 · Recognition & Awards	0.00	298.50
6207.1 · Webmaster Expense	0.00	145.00
6208 · Annual Conference		
208.12 Registration Expenses	1,279.78	3,610.35
6208 · Annual Conference - Other	0.00	-488.62
Total 6208 · Annual Conference	1,279.78	3,121.73
6218 · 2017 Annual Conference	2,348.76	8,574.90
6211 · Board Expense		
6211.3 · Board Travel	1,133.29	1,932.87
6211.5 · Goal Setting	0.00	11,620.66
6211 · Board Expense - Other	0.00	1,920.00
Total 6211 · Board Expense	1,133.29	15,473.53
6215 · Fundraising Expense		
6215.6 · Other fundraising expenses	164.76	164.76
Total 6215 · Fundraising Expense	164.76	164.76
6220 · Training expenses		
6220.1 · Nuts & Bolts South	0.00	8,313.46
6220.2 · Nuts & Bolts Central	0.00	10,154.05
6220.3 · Nuts & Bolts North	4,609.76	4,609.76
6220.4 · Athenian Dialogue	31.80	8,185.40
Total 6220 · Training expenses	4,641.56	31,262.67
6221 · 221 Scholarships		
6221.11 · Alternataive	582.00	3,182.00
6221.60 · TC / LTC/MMCA	0.00	14,865.00
Total 6221 · 221 Scholarships	582.00	18,047.00
<b>Total Expense</b>	<b>19,964.80</b>	<b>127,571.55</b>
<b>Net Ordinary Income</b>	<b>102,203.58</b>	<b>162,387.71</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
47500 · Division Income		
47510 · Northern Division Income	0.00	10,884.25
47530 · Central Division Income	0.00	3,088.00
47520 · Division Meeting	0.00	4,283.50
47570 · Southern Division Income	0.00	9,770.00
47575 · Southern Interest	0.00	2.14
47580 · Central Division Interest	0.00	1.53
Total 47500 · Division Income	0.00	28,029.42
<b>Total Other Income</b>	<b>0.00</b>	<b>28,029.42</b>
<b>Other Expense</b>		
67000 · Division Expenses		

**City Clerk's Association of California**  
**Profit & Loss**  
February 2017

	<b>Feb 17</b>	<b>Jul '16 - Feb 17</b>
67010 · Meetings	0.00	15,712.48
67020 · Speaker Fees	0.00	6,581.19
67035 · Host Gifts	0.00	1,512.87
67045 · Education	0.00	850.00
67050 · Travel Expense	0.00	5,996.06
67060 · Administrative Expenses	0.00	2,323.68
67070 · Division Scholarships	0.00	39,278.80
67080 · Grant Expense	0.00	22,980.00
<b>Total 67000 · Division Expenses</b>	<b>0.00</b>	<b>95,235.08</b>
80025 · Transfer of Funds	0.00	21,017.97
80050 · Prior Year Adjustment	0.00	-80.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>116,173.05</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>-88,143.63</b>
<b>Net Income</b>	<b>102,203.58</b>	<b>74,244.08</b>

City Clerk's Association of California  
Profit & Loss

July 2016 through February 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	TOTAL
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
4000 - MEMBERSHIP DUES	6,820.00	5,945.00	20,192.75	190.00	665.00	23,455.00	23,845.00	16,145.00	97,257.75
4100 - CONFERENCES									
4103.0 - Registration Fees	190.00	240.00	0.00	0.00	1,900.00	1,900.00	0.00	28,635.00	32,865.00
4103.1 - Advanced Academy Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00
4103.2 - Exhibitor/ Sponsor									
4103.2a - Booth (\$1000)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
4103.2b - Additional Reps	0.00	0.00	0.00	0.00	100.00	0.00	0.00	100.00	200.00
4103.5 - Sponsorships	0.00	0.00	0.00	0.00	12,000.00	1,500.00	1,000.00	30,000.00	44,500.00
4103.2 - Exhibitor/ Sponsor - Other	0.00	0.00	0.00	0.00	0.00	0.00	395.00	27,650.00	28,045.00
<b>Total 4103.2 - Exhibitor/ Sponsor</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,100.00</b>	<b>1,500.00</b>	<b>1,395.00</b>	<b>57,950.00</b>	<b>72,945.00</b>
4103.2c - Banquet Tix	0.00	0.00	0.00	0.00	130.00	0.00	65.00	1,040.00	1,235.00
4103.2d - Wed night event	0.00	0.00	0.00	0.00	0.00	0.00	130.00	4,225.00	4,355.00
4103.2E - Walk/Run	0.00	0.00	0.00	0.00	0.00	0.00	0.00	770.00	770.00
4100 - CONFERENCES - Other	0.00	0.00	0.00	0.00	0.00	0.00	575.00	0.00	575.00
<b>Total 4100 - CONFERENCES</b>	<b>190.00</b>	<b>240.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,130.00</b>	<b>3,400.00</b>	<b>2,165.00</b>	<b>97,620.00</b>	<b>117,745.00</b>
4200 - Meeting- Sponsorship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4210 - Scholarship Income									
4210.6 - Income from Designated TCC fund	515.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	515.00
<b>Total 4210 - Scholarship Income</b>	<b>515.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>515.00</b>
4300 - Training Revenue									
4120.1 - Nuts & Bolts South	0.00	350.00	9,275.00	7,950.00	2,125.00	-25.00	0.00	140.00	19,815.00
4120.2 - Nuts & Bolts Central	4,250.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	4,850.00
4120.3 - Nuts & Bolts North	0.00	0.00	0.00	200.00	550.00	1,750.00	5,125.00	841.65	8,466.65
4120.4 - Income - Athenian Dialogu	920.00	2,140.00	500.00	1,500.00	3,300.00	2,000.00	1,900.00	1,850.00	14,110.00
<b>Total 4300 - Training Revenue</b>	<b>5,170.00</b>	<b>2,490.00</b>	<b>9,775.00</b>	<b>9,650.00</b>	<b>5,975.00</b>	<b>3,725.00</b>	<b>7,025.00</b>	<b>3,431.65</b>	<b>47,241.65</b>
4450 - Education Income									
4450.1 - Region 1 Meetings	0.00	0.00	0.00	280.00	0.00	0.00	0.00	80.00	360.00
4450.2 - Region 2 Meetings	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	600.00
4450.3 - Region 3 Meetings	0.00	0.00	0.00	680.00	0.00	0.00	0.00	0.00	680.00
4450.4 - Region 4 Meetings	0.00	0.00	0.00	0.00	0.00	200.00	400.00	80.00	680.00
4450.5 - Region 5 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	360.00	80.00	440.00
4450.6 - Region 6 Meetings	0.00	0.00	0.00	560.00	560.00	0.00	40.00	0.00	1,160.00

**City Clerk's Association of California**  
**Profit & Loss**

July 2016 through February 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	TOTAL
4450.7 - Region 7 Meetings	0.00	0.00	0.00	0.00	80.00	0.00	0.00	0.00	80.00
4450.8 - Region 8 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	240.00	80.00	320.00
4450.9 - Region 9 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	240.00	120.00	360.00
4450.10 - Region 10 Meeting	0.00	0.00	0.00	0.00	0.00	0.00	400.00	1,040.00	1,440.00
4450.11 - Region 11 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	360.00	-68.70	291.30
4450.12 - Region 12 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	80.00	400.00	480.00
4450.13 - Region 13 Meetings	0.00	0.00	0.00	120.00	240.00	0.00	0.00	80.00	440.00
4450.14 - Region 14 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	560.00	560.00
4450.15 - Region 15 Meetings	0.00	0.00	0.00	0.00	0.00	0.00	680.00	174.39	854.39
4450.16 - Region 16 Meetings	0.00	0.00	0.00	0.00	0.00	80.00	560.00	240.00	880.00
4450 - Education Income - Other	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	200.00
<b>Total 4450 - Education Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,840.00</b>	<b>1,480.00</b>	<b>280.00</b>	<b>3,360.00</b>	<b>2,865.69</b>	<b>9,825.69</b>
4455 - Region IX Income	3,240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,240.00
<b>4600 - FUNDRAISING</b>									
4603 - Cruise (MCEF)	0.00	0.00	0.00	0.00	0.00	0.00	55.00	0.00	55.00
4600 - FUNDRAISING - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	25.00
<b>Total 4600 - FUNDRAISING</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>55.00</b>	<b>25.00</b>	<b>80.00</b>
<b>4700 - Investments</b>									
4710 - Interest-Sav, CD, Checkg	3.02	0.33	0.40	3.71	0.76	2.71	2.20	1.04	14.17
<b>Total 4700 - Investments</b>	<b>3.02</b>	<b>0.33</b>	<b>0.40</b>	<b>3.71</b>	<b>0.76</b>	<b>2.71</b>	<b>2.20</b>	<b>1.04</b>	<b>14.17</b>
<b>4800 - OTHER REVENUES</b>									
4805 - Advertising Revenue	600.00	1,600.00	1,600.00	1,400.00	1,200.00	1,000.00	3,000.00	1,000.00	11,400.00
4810 - Handbook Revenue	0.00	40.00	600.00	680.00	80.00	0.00	160.00	80.00	1,640.00
<b>Total 4800 - OTHER REVENUES</b>	<b>600.00</b>	<b>1,640.00</b>	<b>2,200.00</b>	<b>2,080.00</b>	<b>1,280.00</b>	<b>1,000.00</b>	<b>3,160.00</b>	<b>1,080.00</b>	<b>13,040.00</b>
<b>Total Income</b>	<b>16,538.02</b>	<b>10,315.33</b>	<b>32,168.15</b>	<b>13,763.71</b>	<b>23,530.76</b>	<b>31,862.71</b>	<b>39,612.20</b>	<b>122,168.38</b>	<b>289,959.26</b>
<b>Gross Profit</b>	<b>16,538.02</b>	<b>10,315.33</b>	<b>32,168.15</b>	<b>13,763.71</b>	<b>23,530.76</b>	<b>31,862.71</b>	<b>39,612.20</b>	<b>122,168.38</b>	<b>289,959.26</b>
<b>Expense</b>									
<b>6266 - Education Expense</b>									
6266.1 - Region 1 Meetings Expenses	0.00	0.00	0.00	2,097.50	0.00	0.00	0.00	0.00	2,097.50
6266.2 - Region 2 Meetings Expenses	0.00	0.00	0.00	2,000.00	2,337.50	0.00	0.00	0.00	4,337.50
6266.3 - Region 3 Meetings Expenses	0.00	0.00	0.00	0.00	288.00	0.00	0.00	0.00	288.00
6266.4 - Region 4 Meetings Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,300.94	2,300.94
6266.6 - Region 6 Meetings Expenses	0.00	0.00	0.00	537.23	1,500.00	0.00	0.00	0.00	2,037.23
6266.7 - Region 7 Meetings Expenses	0.00	0.00	0.00	0.00	2,140.40	0.00	0.00	0.00	2,140.40

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	July 2016 through February 2017								
	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	TOTAL
6226.8 · Region 8 Meetings Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,159.29	2,159.29
6266.13 · Region 13 Meetings Expenses	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00
6266.15 · Region 15 Meetings Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	461.26	461.26
6226.16 · Region 16 Meetings Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,329.92	2,329.92
<b>Total 6266 · Education Expense</b>	0.00	0.00	0.00	4,634.73	8,265.90	0.00	0.00	7,251.41	20,152.04
6209 · IIMC & Region IX expense	200.50	60.63	2,343.06	56.50	528.13	0.00	0.00	0.00	3,188.82
6201 · Presidential Expenses									
6201.1 · Institute Dir Support	0.00	0.00	0.00	0.00	237.60	0.00	0.00	0.00	237.60
6201 · Presidential Expenses - Other	0.00	0.00	1,269.61	1,706.46	647.85	178.09	0.00	0.00	3,802.01
<b>Total 6201 · Presidential Expenses</b>	0.00	0.00	1,269.61	1,706.46	885.45	178.09	0.00	0.00	4,039.61
6200 · OPERATING EXPENSES									
6202.1 · Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	169.50	169.50
6202.2 · Postage, Mailing Service	9.77	0.00	18.60	0.46	106.07	12.67	0.00	81.24	228.81
6202.5 · Printing and Copying	0.00	0.00	0.10	0.14	1.34	5.12	0.00	5.85	12.55
6202.7 · Telephone	99.76	0.00	51.57	43.45	47.38	95.40	0.00	136.65	474.21
6202.8 · Bank Fees	13.00	3.00	3.00	3.00	3.00	8.34	118.65	7.00	158.99
<b>Total 6200 · OPERATING EXPENSES</b>	122.53	3.00	73.27	47.05	157.79	121.53	118.65	400.24	1,044.06
6203 · Professional Services									
6203.6 · Election Expenses	0.00	0.00	0.00	0.00	3,337.49	0.00	0.00	0.00	3,337.49
6203.8 · Association Managemet Fees	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,163.00	2,163.00	16,926.00
<b>Total 6203 · Professional Services</b>	2,100.00	2,100.00	2,100.00	2,100.00	5,437.49	2,100.00	2,163.00	2,163.00	20,263.49
6204 · Committees									
6204.2 · Legislative	153.00	0.00	0.00	1,042.44	0.00	0.00	0.00	0.00	1,195.44
6204.4 · Educ / Prof. Development	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	600.00
<b>Total 6204 · Committees</b>	153.00	0.00	0.00	1,042.44	600.00	0.00	0.00	0.00	1,795.44
6205 · Recognition & Awards	0.00	0.00	298.50	0.00	0.00	0.00	0.00	0.00	298.50
6207.1 · Webmaster Expense	0.00	0.00	0.00	0.00	120.00	0.00	25.00	0.00	145.00
6208 · Annual Conference									
208.12 Registration Expenses	132.14	269.81	108.24	85.41	415.38	0.00	1,319.59	1,279.78	3,610.35
6208 · Annual Conference - Other	0.00	0.00	-855.62	0.00	367.00	0.00	0.00	0.00	-488.62
<b>Total 6208 · Annual Conference</b>	132.14	269.81	-747.38	85.41	782.38	0.00	1,319.59	1,279.78	3,121.73
6218 · 2017 Annual Conference	0.00	0.00	0.00	416.14	1,000.00	0.00	4,810.00	2,348.76	8,574.90
6211 · Board Expense									
6211.3 · Board Travel	0.00	0.00	0.00	0.00	0.00	799.58	0.00	1,133.29	1,932.87

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	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	TOTAL
6211.5 - Goal Setting	0.00	0.00	0.00	5,043.91	6,132.60	444.15	0.00	0.00	11,620.66
6211 - Board Expense - Other	0.00	0.00	0.00	1,920.00	0.00	0.00	0.00	0.00	1,920.00
<b>Total 6211 - Board Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,963.91</b>	<b>6,132.60</b>	<b>1,243.73</b>	<b>0.00</b>	<b>1,133.29</b>	<b>15,473.53</b>
6215 - Fundraising Expense									
6215.6 - Other fundraising expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	164.76	164.76
<b>Total 6215 - Fundraising Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>164.76</b>	<b>164.76</b>
6220 - Training expenses									
6220.1 - Nuts & Bolts South	0.00	0.00	0.00	8,313.46	0.00	0.00	0.00	0.00	8,313.46
6220.2 - Nuts & Bolts Central	8,771.14	0.00	0.00	0.00	0.00	1,382.91	0.00	0.00	10,154.05
6220.3 - Nuts & Bolts North	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,609.76	4,609.76
6220.4 - Athenian Dialogue	518.23	1,727.30	0.00	1,743.82	1,689.20	1,606.80	868.25	31.80	8,185.40
<b>Total 6220 - Training expenses</b>	<b>9,289.37</b>	<b>1,727.30</b>	<b>0.00</b>	<b>10,057.28</b>	<b>1,689.20</b>	<b>2,989.71</b>	<b>868.25</b>	<b>4,641.56</b>	<b>31,262.67</b>
6221 - 221 Scholarships									
6221.11 - Alternataive	0.00	0.00	0.00	0.00	0.00	0.00	2,600.00	582.00	3,182.00
6221.60 - TC / LTC/MMCA	1,965.00	0.00	0.00	12,600.00	0.00	0.00	300.00	0.00	14,865.00
<b>Total 6221 - 221 Scholarships</b>	<b>1,965.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,900.00</b>	<b>582.00</b>	<b>18,047.00</b>
<b>Total Expense</b>	<b>13,962.54</b>	<b>4,160.74</b>	<b>5,337.06</b>	<b>39,709.92</b>	<b>25,598.94</b>	<b>6,633.06</b>	<b>12,204.49</b>	<b>19,964.80</b>	<b>127,571.55</b>
<b>Net Ordinary Income</b>	<b>2,575.48</b>	<b>6,154.59</b>	<b>26,831.09</b>	<b>-25,946.21</b>	<b>-2,068.18</b>	<b>25,229.65</b>	<b>27,407.71</b>	<b>102,203.58</b>	<b>162,387.71</b>
<b>Other Income/Expense</b>									
<b>Other Income</b>									
47500 - Division Income									
47510 - Northern Division Income	0.00	0.00	0.00	10,884.25	0.00	0.00	0.00	0.00	10,884.25
47530 - Central Division Income	0.00	0.00	3,088.00	0.00	0.00	0.00	0.00	0.00	3,088.00
47520 - Division Meeting	0.00	0.00	900.00	3,383.50	0.00	0.00	0.00	0.00	4,283.50
47570 - Southern Division Income	0.00	0.00	9,770.00	0.00	0.00	0.00	0.00	0.00	9,770.00
47575 - Southern Interest	0.00	2.14	0.00	0.00	0.00	0.00	0.00	0.00	2.14
47580 - Central Division Interest	0.00	0.00	1.53	0.00	0.00	0.00	0.00	0.00	1.53
<b>Total 47500 - Division Income</b>	<b>0.00</b>	<b>2.14</b>	<b>13,759.53</b>	<b>14,267.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>28,029.42</b>
<b>Total Other Income</b>	<b>0.00</b>	<b>2.14</b>	<b>13,759.53</b>	<b>14,267.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>28,029.42</b>
<b>Other Expense</b>									
67000 - Division Expenses									
67010 - Meetings	0.00	0.00	9,924.01	5,788.47	0.00	0.00	0.00	0.00	15,712.48
67020 - Speaker Fees	0.00	0.00	1,754.81	4,826.38	0.00	0.00	0.00	0.00	6,581.19
67035 - Host Gifts	0.00	0.00	315.61	1,197.26	0.00	0.00	0.00	0.00	1,512.87



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	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	TOTAL
67045 · Education	0.00	0.00	850.00	0.00	0.00	0.00	0.00	0.00	850.00
67050 · Travel Expense	0.00	0.00	3,532.77	2,463.29	0.00	0.00	0.00	0.00	5,996.06
67060 · Administrative Expenses	0.00	0.00	2,103.13	220.55	0.00	0.00	0.00	0.00	2,323.68
67070 · Division Scholarships	0.00	0.00	13,432.03	25,846.77	0.00	0.00	0.00	0.00	39,278.80
67080 · Grant Expense	0.00	0.00	2,980.00	20,000.00	0.00	0.00	0.00	0.00	22,980.00
<b>Total 67000 · Division Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>34,892.36</b>	<b>60,342.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>95,235.08</b>
80025 · Tranfer of Funds	0.00	0.00	42,561.32	-21,543.35	0.00	0.00	0.00	0.00	21,017.97
80050 · Prior Year Adjustment	0.00	-80.00	0.00	0.00	0.00	0.00	0.00	0.00	-80.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>-80.00</b>	<b>77,453.68</b>	<b>38,799.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>116,173.05</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>82.14</b>	<b>-63,694.15</b>	<b>-24,531.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-88,143.63</b>
<b>Net Income</b>	<b>2,575.48</b>	<b>6,236.73</b>	<b>-36,863.06</b>	<b>-50,477.83</b>	<b>-2,068.18</b>	<b>25,229.65</b>	<b>27,407.71</b>	<b>102,203.58</b>	<b>74,244.08</b>





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	Region 14	Region 12	Region 10	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Region 8	Region 9	Region 11	Region 13	Region 15	Region 16	Other	Total	Central	Southern	Northern	Total					
	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	(Regions)	Regions	Regions	Regions	Regions	Divisions	Unclassified	TOTAL			
47510 - Northern Division Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,884.25	10,884.25	0.00	10,884.25			
47530 - Central Division Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,088.00	0.00	0.00	3,088.00	0.00	3,088.00			
47520 - Division Meeting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	900.00	0.00	3,383.50	4,283.50	0.00	4,283.50			
47570 - Southern Division Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,770.00	0.00	9,770.00	0.00	9,770.00			
47575 - Southern Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.14	2.14			
47580 - Central Division Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.53	0.00	0.00	1.53	0.00	1.53			
<b>Total 47500 - Division Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,989.53</b>	<b>9,770.00</b>	<b>14,267.75</b>	<b>28,027.28</b>	<b>2.14</b>	<b>28,029.42</b>			
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,989.53</b>	<b>9,770.00</b>	<b>14,267.75</b>	<b>28,027.28</b>	<b>2.14</b>	<b>28,029.42</b>			
<b>Other Expense</b>																											
<b>67000 - Division Expenses</b>																											
67010 - Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,806.39	7,117.62	5,788.47	15,712.48	0.00	15,712.48			
67020 - Speaker Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,754.81	4,826.38	6,581.19	0.00	6,581.19			
67035 - Host Gifts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	205.71	109.90	1,197.26	1,512.87	0.00	1,512.87			
67045 - Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	850.00	0.00	0.00	850.00	0.00	850.00			
67050 - Travel Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,532.77	2,463.29	5,996.06	0.00	5,996.06			
67060 - Administrative Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,103.13	220.55	2,323.68	0.00	2,323.68			
67070 - Division Scholarships	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00	12,182.03	25,846.77	39,278.80	0.00	39,278.80			
67080 - Grant Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,980.00	20,000.00	22,980.00	0.00	22,980.00			
<b>Total 67000 - Division Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,112.10</b>	<b>29,780.26</b>	<b>60,342.72</b>	<b>95,235.08</b>	<b>0.00</b>	<b>95,235.08</b>			
80025 - Transfer of Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,017.97	0.00	21,017.97	0.00	21,017.97		
80050 - Prior Year Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-80.00	-80.00			
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,112.10</b>	<b>50,798.23</b>	<b>60,342.72</b>	<b>116,253.05</b>	<b>-80.00</b>	<b>116,173.05</b>			
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,122.57</b>	<b>-41,028.23</b>	<b>-46,074.97</b>	<b>-88,225.77</b>	<b>82.14</b>	<b>-88,143.63</b>			
<b>Net Income</b>	<b>560.00</b>	<b>480.00</b>	<b>1,440.00</b>	<b>-1,737.50</b>	<b>-3,737.50</b>	<b>392.00</b>	<b>680.00</b>	<b>440.00</b>	<b>-877.23</b>	<b>-2,060.40</b>	<b>320.00</b>	<b>1,530.30</b>	<b>291.30</b>	<b>-1,560.00</b>	<b>833.15</b>	<b>880.00</b>	<b>200.00</b>	<b>-1,925.88</b>	<b>-1,538.59</b>	<b>-25,152.23</b>	<b>-46,074.97</b>	<b>-72,765.79</b>	<b>148,935.75</b>	<b>74,244.08</b>			

City Clerk's Association of California

A/R Aging Detail

As of February 28, 2017

Type	Date	Num	P. O. #	Name	Terms	Due Date	Class	Aging	Open Balance
<b>Current</b>									
Total Current									
<b>1 - 30</b>									
Invoice	01/31/2017	2017106		City of Redondo Beach		01/31/2017		28	200.00
Invoice	02/07/2017	20160341		City of San Jose {c}		02/07/2017		21	200.00
Invoice	02/07/2017	20160342		City of Buena Park		02/07/2017		21	200.00
Invoice	02/13/2017	20160343		City of Citrus Heights Water District		02/13/2017		15	200.00
Invoice	02/13/2017	20160344		City of Larkspur		02/13/2017		15	200.00
Invoice	02/23/2017	20160346		City of Waterford {c}		02/23/2017		5	200.00
Total 1 - 30									1,200.00
<b>31 - 60</b>									
Invoice	01/10/2017	20160328		City of Rancho Cordova		01/10/2017		49	200.00
Invoice	01/10/2017	20160329		City of Long Beach {c}		01/10/2017		49	200.00
Invoice	01/28/2017	20160337		San Juaquin County		01/28/2017		31	200.00
Total 31 - 60									600.00
<b>61 - 90</b>									
Invoice	12/01/2016	20160320		City of San Luis Obispo		12/01/2016		89	200.00
Invoice	12/20/2016	20160323		Clty of Livermore		12/20/2016		70	200.00
Total 61 - 90									400.00
<b>&gt; 90</b>									
Invoice	03/23/2016	20160236		City of Azusa		03/23/2016		342	200.00
Invoice	08/31/2016	20160294		Southern California Assoc of Governments		08/31/2016		181	200.00
Invoice	09/26/2016	20160301		City of Rolling Hills Estates		09/26/2016		155	200.00
General Journal	09/30/2016	27		City of Goleta					200.00
Invoice	10/20/2016	20160310		City of Oxnard		10/20/2016		131	200.00
Total > 90									1,000.00
<b>TOTAL</b>									<b>3,200.00</b>

City Clerk's Association of California  
Transaction Detail By Account  
February 2017

4000 - MEMBERSHIP DUES

Type	Date	Num	Name	Memo	Class	Split	Debit	Credit	Balance
Deposit	02/01/2017		City of Crescent City	SCOTT	10010 - US Bank Checking - 8960			90.00	90.00
Deposit	02/01/2017		City of Port Hueneme	KOSTENUICK	10010 - US Bank Checking - 8960			130.00	220.00
Deposit	02/01/2017		City of Napa	ROBERTS	10010 - US Bank Checking - 8960			240.00	460.00
Deposit	02/01/2017		City of Ventura	Mann	10010 - US Bank Checking - 8960			210.00	670.00
Deposit	02/01/2017		City of Napa	Carranza	10010 - US Bank Checking - 8960			70.00	740.00
Deposit	02/02/2017	18659	City of Santa Maria	Rhonda Garietz	10010 - US Bank Checking - 8960			210.00	950.00
Deposit	02/02/2017	237512	City of Compton	no name	10010 - US Bank Checking - 8960			240.00	1,190.00
Deposit	02/02/2017	1507608	City of Palm Desert	Rachelle Klassen	10010 - US Bank Checking - 8960			310.00	1,500.00
Deposit	02/02/2017	2312	Barbara Mauro	#1652	10010 - US Bank Checking - 8960			130.00	1,630.00
Deposit	02/02/2017	74751	City of Lakewood	Jo Mayberry and Isabelle Diaz	10010 - US Bank Checking - 8960			240.00	1,870.00
Deposit	02/02/2017	73776	City of Highland	Betty Hughes	10010 - US Bank Checking - 8960			170.00	2,040.00
Deposit	02/02/2017	244581	City of Fullerton	Mea Klein	10010 - US Bank Checking - 8960			85.00	2,125.00
Deposit	02/02/2017	3565698	City of La Mirada	Leticia Revilla	10010 - US Bank Checking - 8960			70.00	2,195.00
Deposit	02/02/2017	357608	City of Hesperia	M Sayre, S. McClure	10010 - US Bank Checking - 8960			240.00	2,435.00
Deposit	02/02/2017		City of Lathrop	Vargas	10010 - US Bank Checking - 8960			130.00	2,565.00
Deposit	02/02/2017		City of San Marino	RUIZ	10010 - US Bank Checking - 8960			130.00	2,695.00
Deposit	02/02/2017		City of Rancho Cordova	CUPPY	10010 - US Bank Checking - 8960			170.00	2,865.00
Deposit	02/02/2017		City of Richmond	CHRISTIAN	10010 - US Bank Checking - 8960			210.00	3,075.00
Deposit	02/03/2017		City of El Cajon	Aguirre	10010 - US Bank Checking - 8960			85.00	3,160.00
Deposit	02/03/2017		City of Redwood City	Silvia	10010 - US Bank Checking - 8960			170.00	3,330.00
Deposit	02/03/2017		Leticia Miguel	Deposit	10010 - US Bank Checking - 8960			130.00	3,460.00
Deposit	02/06/2017		Sandra Medina	Deposit	10010 - US Bank Checking - 8960			130.00	3,590.00
Deposit	02/06/2017		Grant Taylor	Deposit	10010 - US Bank Checking - 8960			70.00	3,660.00
Deposit	02/06/2017		City of Yuba City	Locke	10010 - US Bank Checking - 8960			170.00	3,830.00
Deposit	02/08/2017		Jodi Frost	Deposit	10010 - US Bank Checking - 8960			160.00	3,990.00
Deposit	02/09/2017		Angela Zepeda	Deposit	10010 - US Bank Checking - 8960			130.00	4,120.00
Deposit	02/09/2017		Andrea Carranza	Deposit	10010 - US Bank Checking - 8960			55.00	4,175.00
Deposit	02/09/2017		Katherine Roland	Deposit	10010 - US Bank Checking - 8960			85.00	4,260.00
Deposit	02/09/2017		City of Angels Camp	Kelly	10010 - US Bank Checking - 8960			90.00	4,350.00
Deposit	02/09/2017		Katherine Roland	Deposit	10010 - US Bank Checking - 8960			85.00	4,435.00
Deposit	02/09/2017		City of Stockton	Paige	10010 - US Bank Checking - 8960			295.00	4,730.00
Deposit	02/10/2017		City of rancho Cucamonga	Troyan	10010 - US Bank Checking - 8960			295.00	5,025.00
Deposit	02/10/2017		City of Simi Valley	Sue Klepper	10010 - US Bank Checking - 8960			210.00	5,235.00
Deposit	02/10/2017		City of Fowler	Davis	10010 - US Bank Checking - 8960			90.00	5,325.00
Deposit	02/10/2017		Esther Beirne	Deposit	10010 - US Bank Checking - 8960			70.00	5,395.00
Deposit	02/10/2017		City of Rio Vista	Olea Moger	10010 - US Bank Checking - 8960			90.00	5,485.00
Deposit	02/13/2017		City of La Habra	Mason	10010 - US Bank Checking - 8960			240.00	5,725.00
Deposit	02/13/2017		Susan Neer	Deposit	10010 - US Bank Checking - 8960			170.00	5,895.00
Deposit	02/15/2017		Kathleen Stecko	Deposit	10010 - US Bank Checking - 8960			55.00	5,950.00
Deposit	02/16/2017		Lisa Natusch	2017 Dues	10010 - US Bank Checking - 8960			210.00	6,160.00
Deposit	02/16/2017		Heather Blanco	2017 Dues	10010 - US Bank Checking - 8960			295.00	6,455.00
Deposit	02/16/2017		Susan Neer	Refund	10010 - US Bank Checking - 8960		100.00		6,355.00
Deposit	02/17/2017	071607	City of Kingsburg	Deposit	10010 - US Bank Checking - 8960			130.00	6,485.00
Sales Receipt	02/17/2017	20161145	City of Poway (c)	2017 Dues NN	14999 - Undeposited Funds			130.00	6,615.00
Deposit	02/17/2017	113700	Desert Water Agency	2017 Due invoice 1867	10010 - US Bank Checking - 8960			160.00	6,775.00
Deposit	02/17/2017	135715	City of Adelanto (c)	2017 Due Virginia C	10010 - US Bank Checking - 8960			55.00	6,830.00
Deposit	02/17/2017	135715	City of Adelanto (c)	2017 Due Cynthia Herrera	10010 - US Bank Checking - 8960			130.00	6,960.00
Deposit	02/17/2017	135715	City of Adelanto (c)	2017 Due Brenda L	10010 - US Bank Checking - 8960			55.00	7,015.00
Deposit	02/17/2017	46867	City of Temple City	2017 due Peggy K	10010 - US Bank Checking - 8960			185.00	7,200.00
Deposit	02/17/2017	157870	City of Banning	2017 Due Marie Calderson	10010 - US Bank Checking - 8960			130.00	7,330.00

City Clerk's Association of California  
Transaction Detail By Account  
February 2017

Type	Date	Num	Name	Memo	Class	Split	Debit	Credit	Balance
Deposit	02/17/2017	35089	City of Menifee	2017 Due	10010 - US Bank Checking - 8960			240.00	7,570.00
Deposit	02/17/2017	125391	City of Perris	2017 Due	10010 - US Bank Checking - 8960			170.00	7,740.00
Deposit	02/17/2017	118979	City of Laguna Woods	2017 Due Yolie Trippy	10010 - US Bank Checking - 8960			130.00	7,870.00
Deposit	02/17/2017	206242	Contra Costa Water District	2017 Due Mary N	10010 - US Bank Checking - 8960			160.00	8,030.00
Deposit	02/17/2017	152834	City of Walnut	2017 Due Dedios M	10010 - US Bank Checking - 8960			185.00	8,215.00
Deposit	02/17/2017	562767	City of Pomona	2017 Due	10010 - US Bank Checking - 8960			380.00	8,595.00
Deposit	02/17/2017	275142	City of Whittier	2017 Due Kathryn M	10010 - US Bank Checking - 8960			240.00	8,835.00
Deposit	02/17/2017	160745	City of Colton	2017 Due	10010 - US Bank Checking - 8960			240.00	9,075.00
Deposit	02/17/2017	337309	City of Santa Fe Springs	2017 Due	10010 - US Bank Checking - 8960			130.00	9,205.00
Deposit	02/17/2017		City of Simi Valley	2017 DuesSue Klepper	10010 - US Bank Checking - 8960			210.00	9,415.00
Deposit	02/17/2017		City of Santa Clara	Diridon Jr	10010 - US Bank Checking - 8960			295.00	9,710.00
Deposit	02/17/2017		City of Norco	Link	10010 - US Bank Checking - 8960			130.00	9,840.00
Deposit	02/17/2017		City of Tracy	Pimentel	10010 - US Bank Checking - 8960			170.00	10,010.00
Deposit	02/17/2017		City of Norco	2017 Dues	10010 - US Bank Checking - 8960			55.00	10,065.00
Deposit	02/17/2017		City of Grover Beach	2017 Dues	10010 - US Bank Checking - 8960			130.00	10,195.00
Deposit	02/21/2017		City of Mountain View	Brewer	10010 - US Bank Checking - 8960			170.00	10,365.00
Deposit	02/21/2017		Susan Domen	2017 Dues	10010 - US Bank Checking - 8960			170.00	10,535.00
Deposit	02/21/2017		City of Culver City	2017 Dues Coronel	10010 - US Bank Checking - 8960			55.00	10,590.00
Deposit	02/21/2017		Ingrid Padilla	2017 Dues	10010 - US Bank Checking - 8960			130.00	10,720.00
Deposit	02/21/2017		Keri Johnson	2017 Dues	10010 - US Bank Checking - 8960			240.00	10,960.00
Deposit	02/21/2017		City of Lake Elsinore	2017 Dues -Giron	10010 - US Bank Checking - 8960			70.00	11,030.00
Deposit	02/21/2017		Esther Biren	2017 Dues	10010 - US Bank Checking - 8960			170.00	11,200.00
Deposit	02/23/2017		Michelle Wilson-C	Deposit Moolah	10010 - US Bank Checking - 8960				11,200.00
Deposit	02/23/2017		Wanda Wong	2017 dues	10010 - US Bank Checking - 8960			170.00	11,370.00
Deposit	02/23/2017		City of Gardena	2017 dues Semenza	10010 - US Bank Checking - 8960			170.00	11,540.00
Deposit	02/23/2017		Wanda Wong	2017 Dues	10010 - US Bank Checking - 8960			175.00	11,715.00
Sales Receipt	02/24/2017	20161147	Coachella Valley AG	Dues 2017	14999 - Undeposited Funds			160.00	11,875.00
Sales Receipt	02/24/2017	20161153	City of Daly City	2017 Dues	14999 - Undeposited Funds			210.00	12,085.00
Sales Receipt	02/24/2017	20161155	City of Capitola	2017 Dues Friday, Deiter, and Aluffi	14999 - Undeposited Funds			240.00	12,325.00
Sales Receipt	02/24/2017	20161157	City of West Covina	2017 Dues	14999 - Undeposited Funds			295.00	12,620.00
Sales Receipt	02/24/2017	20161158	City of Poway (c)	2017 Dues Ana A.	14999 - Undeposited Funds			55.00	12,675.00
Sales Receipt	02/24/2017	20161159	City of Placentia	2017 Martinez Dues	14999 - Undeposited Funds			70.00	12,745.00
Sales Receipt	02/24/2017	20161159	City of Placentia	2017 Melia Dues	14999 - Undeposited Funds			170.00	12,915.00
Sales Receipt	02/24/2017	20161159	City of Placentia	2017 Ramirez Dues	14999 - Undeposited Funds			70.00	12,985.00
Sales Receipt	02/24/2017	20161160	City of Poway (c)	2017 Dues Jasmine P	14999 - Undeposited Funds			55.00	13,040.00
Sales Receipt	02/24/2017	20161161	City of Calimesa	2017 Darlene G. Dues	14999 - Undeposited Funds			90.00	13,130.00
Sales Receipt	02/24/2017	20161162	City of Needles	2017 Dues	14999 - Undeposited Funds			90.00	13,220.00
Sales Receipt	02/24/2017	20161163	City of Galt (c)	2017 Hubert Dues	14999 - Undeposited Funds			185.00	13,405.00
Deposit	02/24/2017		Micaela Olmos	2017 Dues	10010 - US Bank Checking - 8960			160.00	13,565.00
Sales Receipt	02/26/2017	20161192	Judy Sanchez	017 Dues	14999 - Undeposited Funds			170.00	13,735.00
Sales Receipt	02/26/2017	20161195	City of San Bruno	2017 Dues Bonner	14999 - Undeposited Funds			130.00	13,865.00
Sales Receipt	02/27/2017	20161164	City of Arcata	2017 Dues	14999 - Undeposited Funds			185.00	14,050.00
Sales Receipt	02/27/2017	20161173	City of Redding	2017 Dues Primary / Pankla Mize	14999 - Undeposited Funds			170.00	14,220.00
Sales Receipt	02/27/2017	20161173	City of Redding	2017 Dues Associate / Teresa Rudolph	14999 - Undeposited Funds			70.00	14,290.00
Sales Receipt	02/27/2017	20161175	City of Garden Grove	2017 Dues	14999 - Undeposited Funds			210.00	14,500.00
Sales Receipt	02/27/2017	20161176	City of South Pasadena	2017 Dues	14999 - Undeposited Funds			55.00	14,555.00
Deposit	02/27/2017		Victoria Hahn	2017 Dues	10010 - US Bank Checking - 8960			160.00	14,715.00
Deposit	02/27/2017		City of Clearlake	2017 Dues / Swanson	10010 - US Bank Checking - 8960			130.00	14,845.00
Deposit	02/27/2017		Margaret Wimberly	Dues 2017	10010 - US Bank Checking - 8960			70.00	14,915.00
Deposit	02/27/2017		Melissa AuYeung	Dues 2017	10010 - US Bank Checking - 8960			185.00	15,100.00
Sales Receipt	02/28/2017	20161199	Brooke Del Merari	2017 Dues	14999 - Undeposited Funds			70.00	15,170.00

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Total 4000 - MEMBERSHIP DUES  
4100 - CONFERENCES  
4103.0 - Registration Fees

Type	Date	Num	Name	Memo	Class	Split	Debit	Credit	Balance
Sales Receipt	02/28/2017	20161200	City of Redlands	2017 Dues / Donaldson	14999 - Undeposited Funds			170.00	15,340.00
Sales Receipt	02/28/2017	20161201	Tracey Martinez	2017 Dues	14999 - Undeposited Funds			170.00	15,510.00
Sales Receipt	02/28/2017	20161206	City of Corona -C	2017 Dues / Mobley	14999 - Undeposited Funds			210.00	15,720.00
Sales Receipt	02/28/2017	20161209	City of Culver City	2017 Dues / Green	14999 - Undeposited Funds			130.00	15,850.00
Sales Receipt	02/28/2017	20161211	Teresa Copen	2017 Dues	14999 - Undeposited Funds			295.00	16,145.00
							100.00	16,245.00	16,145.00
Deposit	02/03/2017		Miyuki Yokoyama	Deposit	10010 - US Bank Checking - 8960			395.00	395.00
Sales Receipt	02/07/2017	20161133	Municode Web	Conference Exhibitor Registration	14999 - Undeposited Funds			950.00	1,345.00
Sales Receipt	02/07/2017	20161135	Municode/Municipal Code	Conference Registration	14999 - Undeposited Funds			950.00	2,295.00
Sales Receipt	02/07/2017	20161136	Just FOIA	Conference Registration	14999 - Undeposited Funds			950.00	3,245.00
Sales Receipt	02/07/2017	20161139	GRM Information Magement Services, Inc	Conference Registration	14999 - Undeposited Funds			950.00	4,195.00
Sales Receipt	02/07/2017	20161140	Compulink Management Center Inc	Conference Registration	14999 - Undeposited Funds			950.00	5,145.00
Sales Receipt	02/07/2017	20161141	Complete Paperless Solutions, LLC	Conference Registration	14999 - Undeposited Funds			950.00	6,095.00
Sales Receipt	02/07/2017	20161142	American Legal Publishing Corporation	Conference Registration	14999 - Undeposited Funds			950.00	7,045.00
Sales Receipt	02/07/2017	20161143	Kaizen InfoSource	Conference Registration	14999 - Undeposited Funds			950.00	7,995.00
Deposit	02/15/2017		City of Lomita	Moreno	10010 - US Bank Checking - 8960			395.00	8,390.00
Deposit	02/15/2017		Audrey Byrnes	Deposit	10010 - US Bank Checking - 8960			395.00	8,785.00
Deposit	02/15/2017		Holly Charley	Deposit	10010 - US Bank Checking - 8960			395.00	9,180.00
Deposit	02/16/2017		Ewa Nickodem	Deposit	10010 - US Bank Checking - 8960			395.00	9,575.00
Deposit	02/16/2017		City of Montclair	Phillips	10010 - US Bank Checking - 8960			395.00	9,970.00
Deposit	02/16/2017		City of Roseville	Blanco	10010 - US Bank Checking - 8960			395.00	10,365.00
Deposit	02/16/2017		City of Oxnard	Michelle A	10010 - US Bank Checking - 8960			395.00	10,760.00
Deposit	02/16/2017		City of Capitola	Goldstein	10010 - US Bank Checking - 8960			395.00	11,155.00
Deposit	02/16/2017		Mary Clifford	Deposit	10010 - US Bank Checking - 8960			395.00	11,550.00
Sales Receipt	02/17/2017	20161144	City of West Hollywood	Conference Registration Quarker Y	14999 - Undeposited Funds			395.00	11,945.00
Sales Receipt	02/17/2017	20161144	City of West Hollywood	Conference Registration Crowder M	14999 - Undeposited Funds			395.00	12,340.00
Sales Receipt	02/17/2017	20161145	City of Poway (c)	Conference Registration 2017 NN	14999 - Undeposited Funds			395.00	12,735.00
Sales Receipt	02/17/2017	20161146	city of Hidden Hills (c)	Conference Registration Deana Graybill	14999 - Undeposited Funds			395.00	13,130.00
Deposit	02/17/2017		City of El Segundo	Weaver	10010 - US Bank Checking - 8960			395.00	13,525.00
Deposit	02/17/2017		Rebekah Barr	Deposit	10010 - US Bank Checking - 8960			395.00	13,920.00
Deposit	02/17/2017		City of Gilroy	Freels	10010 - US Bank Checking - 8960			395.00	14,315.00
Deposit	02/21/2017		Ingrid Padilla	Deposit	10010 - US Bank Checking - 8960			395.00	14,710.00
Deposit	02/21/2017		Cherri Walton	Deposit	10010 - US Bank Checking - 8960			395.00	15,105.00
Deposit	02/21/2017		Erica Rabe	Deposit	10010 - US Bank Checking - 8960			395.00	15,500.00
Deposit	02/21/2017		Truckee Donner	Kuhlemier	10010 - US Bank Checking - 8960			395.00	15,895.00
Deposit	02/21/2017		City of Sunnyvale	Natusch	10010 - US Bank Checking - 8960			395.00	16,290.00
General Journal	02/21/2017	30	Kaizen InfoSource	Return check from Kaizen Info	10010 - US Bank Checking - 8960		950.00		15,340.00
Sales Receipt	02/24/2017	20161149	City of Cupertino	2017 Conference Registration	14999 - Undeposited Funds			395.00	15,735.00
Sales Receipt	02/24/2017	20161150	Indian Wells	2017 A.AV Conference Registration	14999 - Undeposited Funds			395.00	16,130.00
Sales Receipt	02/24/2017	20161150	Indian Wells	2017 S. H. Conference Registration	14999 - Undeposited Funds			395.00	16,525.00
Sales Receipt	02/24/2017	20161150	Indian Wells	2017 A. G. Conference Registration	14999 - Undeposited Funds			395.00	16,920.00
Sales Receipt	02/24/2017	20161151	Konica Minolta Business Solutions USA	2017Conference Registration	14999 - Undeposited Funds			950.00	17,870.00
Sales Receipt	02/24/2017	20161154	City of San Jacinto	2017 Conference Registration	14999 - Undeposited Funds			395.00	18,265.00
Sales Receipt	02/24/2017	20161156	Orange County Sanitation District	2017Conference Registration K. Lore	14999 - Undeposited Funds			395.00	18,660.00
Deposit	02/24/2017		cynthia Berardi	2017 Dues	10010 - US Bank Checking - 8960			395.00	19,055.00
Deposit	02/24/2017		Sacramento Metro Cable Television	Liu	10010 - US Bank Checking - 8960			395.00	19,450.00
Deposit	02/24/2017		City of Pleasanton	Diaz	10010 - US Bank Checking - 8960			395.00	19,845.00
Sales Receipt	02/27/2017	20161165	City of San Clemente	2017 Conference Registration J Baade	14999 - Undeposited Funds			395.00	20,240.00
Sales Receipt	02/27/2017	20161165	City of San Clemente	2017 Conference Registration L Campagnolo	14999 - Undeposited Funds			395.00	20,635.00
Sales Receipt	02/27/2017	20161166	City of Ontario	2017 Conference Registration Vicki Kasad	14999 - Undeposited Funds			395.00	21,030.00



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Sales Receipt	02/27/2017	20161166	City of Ontario	2017 Conference Registration Marilyn Bonus	14999 - Undeposited Funds			395.00	21,425.00
Sales Receipt	02/27/2017	20161169	City of Riverside (c)	2017 Conference Registration Colleen Nicol	14999 - Undeposited Funds			395.00	21,820.00
Sales Receipt	02/27/2017	20161171	City of Riverside (c)	2017Conference Registration Sherry Morton	14999 - Undeposited Funds			395.00	22,215.00
Sales Receipt	02/27/2017	20161174	Gold Coast Health Plan	2017 Conference Registration / Sarah Palomino	14999 - Undeposited Funds			395.00	22,610.00
Sales Receipt	02/27/2017	20161176	City of South Pasadena	2017Conference Registration / D Jimenez	14999 - Undeposited Funds			395.00	23,005.00
Sales Receipt	02/27/2017	20161176	City of South Pasadena	Conference Registration A Mejia	14999 - Undeposited Funds			395.00	23,400.00
Deposit	02/27/2017		City of Colton	Sanchez	10010 - US Bank Checking - 8960			395.00	23,795.00
Deposit	02/27/2017		City of El Segundo	Shilling	10010 - US Bank Checking - 8960			395.00	24,190.00
Deposit	02/27/2017		City of Merced	Tresidder	10010 - US Bank Checking - 8960			395.00	24,585.00
Deposit	02/27/2017		Carey Allen	Deposit	10010 - US Bank Checking - 8960			395.00	24,980.00
Deposit	02/27/2017		City of Torrance	Poirier	10010 - US Bank Checking - 8960			395.00	25,375.00
Sales Receipt	02/27/2017	20161193	Judy Sanchez	Conference Registration	14999 - Undeposited Funds			395.00	25,770.00
Sales Receipt	02/27/2017	20161194	Judy Sanchez	Conference Registration	14999 - Undeposited Funds			395.00	26,165.00
Sales Receipt	02/27/2017	20161196	Sacramento Housing and Redevelopment	Conference Registration non- Member / Smith	14999 - Undeposited Funds			495.00	26,660.00
Sales Receipt	02/28/2017	20161198	City of Westminster a	Conference Registration / Jensen	14999 - Undeposited Funds			395.00	27,055.00
Sales Receipt	02/28/2017	20161203	City of Downey (c)	2017 Conference Registration / Jimenez	14999 - Undeposited Funds			395.00	27,450.00
Sales Receipt	02/28/2017	20161204	City of Culver City	2017 Conference Registration / Green	14999 - Undeposited Funds			395.00	27,845.00
Sales Receipt	02/28/2017	20161207	City of Downey (c)	2017 Conference Registration / Duarte	14999 - Undeposited Funds			395.00	28,240.00
Sales Receipt	02/28/2017	20161212	City of Santa Fe Springs	2017 Conference Registration / Martinez	14999 - Undeposited Funds			395.00	28,635.00
Total 4103.0 - Registration Fees							950.00	29,585.00	28,635.00
<b>4103.1 - Advanced Academy Fees</b>									
Deposit	02/01/2017		Lucille Mallonee	Deposit	10010 - US Bank Checking - 8960			200.00	200.00
Deposit	02/01/2017		City of Woodland	GONZLEZ	10010 - US Bank Checking - 8960			200.00	400.00
Deposit	02/01/2017		City of Antioch	SIMONSEN	10010 - US Bank Checking - 8960			200.00	600.00
Deposit	02/01/2017		City of Brea	Neal	10010 - US Bank Checking - 8960			200.00	800.00
Deposit	02/01/2017		City of Escondido (C)	Halverson	10010 - US Bank Checking - 8960			200.00	1,000.00
Deposit	02/01/2017		City of Hollister	Black	10010 - US Bank Checking - 8960			200.00	1,200.00
Deposit	02/02/2017		Victoria Hahn (c)	Deposit	10010 - US Bank Checking - 8960			200.00	1,400.00
Deposit	02/02/2017		Desert Water Agency	Sylvia Baca	10010 - US Bank Checking - 8960			200.00	1,600.00
Deposit	02/02/2017		City of Antioch	Garcia	10010 - US Bank Checking - 8960			200.00	1,800.00
Deposit	02/06/2017		Michelle Wilson-C	Deposit	10010 - US Bank Checking - 8960			200.00	2,000.00
Deposit	02/06/2017		City of San Jose	Taber	10010 - US Bank Checking - 8960			200.00	2,200.00
Deposit	02/06/2017		Cheryl Link	Deposit	10010 - US Bank Checking - 8960			200.00	2,400.00
Deposit	02/06/2017		claudia Bewley	Deposit	10010 - US Bank Checking - 8960			200.00	2,600.00
Deposit	02/09/2017		Andrea Carranza	Deposit	10010 - US Bank Checking - 8960			200.00	2,800.00
Deposit	02/13/2017		Cassandra Candini	Blackmon	10010 - US Bank Checking - 8960			200.00	3,000.00
Deposit	02/15/2017		Audrey Byrnes	Deposit	10010 - US Bank Checking - 8960			200.00	3,200.00
Deposit	02/16/2017		City of Montclair	Philips	10010 - US Bank Checking - 8960			200.00	3,400.00
Deposit	02/16/2017		City of Roseville	Blanco	10010 - US Bank Checking - 8960			200.00	3,600.00
Sales Receipt	02/24/2017	20161154	City of San Jacinto	Advanced Academy Fee	14999 - Undeposited Funds			200.00	3,800.00
Sales Receipt	02/27/2017	20161174	Gold Coast Health Plan	Advanced Academy Fee / Sarah Palomino	14999 - Undeposited Funds			200.00	4,000.00
Sales Receipt	02/27/2017	20161176	City of South Pasadena	Advanced Academy Fee D Jimenez	14999 - Undeposited Funds			200.00	4,200.00
Deposit	02/27/2017		City of Colton	Sanchez	10010 - US Bank Checking - 8960			200.00	4,400.00
Deposit	02/27/2017		City of Torrance	Poirier	10010 - US Bank Checking - 8960			200.00	4,600.00
Sales Receipt	02/28/2017	20161198	City of Westminster a	Advanced Academy Fee / Jensen	14999 - Undeposited Funds			200.00	4,800.00
Sales Receipt	02/28/2017	20161202	Grace Schmidt	2017 Advanced Academy Fee	14999 - Undeposited Funds			200.00	5,000.00
Total 4103.1 - Advanced Academy Fees							0.00	5,000.00	5,000.00
<b>4103.2 - Exhibitor/ Sponsor</b>									
<b>4103.2a - Booth (\$1000)</b>									
Sales Receipt	02/07/2017	20161134	Granicus	Size of Booth (\$50/per ft. over 6 feet-maximum \$100)	14999 - Undeposited Funds			100.00	100.00
Sales Receipt	02/07/2017	20161141	Complete Paperless Solutions, LLC	Size of Booth (\$50/per ft. over 6 feet-maximum \$100)	14999 - Undeposited Funds			100.00	200.00
Total 4103.2a - Booth (\$1000)							0.00	200.00	200.00

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<b>4103.2b - Additional Reps</b>									
Sales Receipt	02/07/2017	20161141	Complete Paperless Solutions, LLC	Exhibitor- Additional Company Representatives	14999 - Undeposited Funds			100.00	100.00
Total 4103.2b - Additional Reps							0.00	100.00	100.00
<b>4103.5 - Sponsorships</b>									
Sales Receipt	02/07/2017	20161134	Granicus	Conference Sponsorship	14999 - Undeposited Funds			8,000.00	8,000.00
Sales Receipt	02/07/2017	20161135	Municode/Municipal Code	Conference Sponsorship	14999 - Undeposited Funds			3,000.00	11,000.00
Sales Receipt	02/07/2017	20161138	SouthTech	Conference Sponsorship	14999 - Undeposited Funds			8,000.00	19,000.00
Sales Receipt	02/07/2017	20161141	Complete Paperless Solutions, LLC	Conference Sponsorship	14999 - Undeposited Funds			3,000.00	22,000.00
Sales Receipt	02/24/2017	20161151	Konica Minolta Business Solutions USA	2017Conference Sponsorship	14999 - Undeposited Funds			3,000.00	25,000.00
Sales Receipt	02/24/2017	20161152	Political Data Inc	2017Conference Sponsorship	14999 - Undeposited Funds			4,000.00	29,000.00
Invoice	02/27/2017	20160347	Contract Work	Conference Sponsorship	12000 - ACCOUNTS RECEIVABLE			1,000.00	30,000.00
Total 4103.5 - Sponsorships							0.00	30,000.00	30,000.00
<b>4103.2 - Exhibitor/ Sponsor - Other</b>									
Deposit	02/01/2017		Lucille Mallonee	Deposit	10010 - US Bank Checking - 8960			395.00	395.00
Deposit	02/01/2017		City of Los Banos	SOUSA	10010 - US Bank Checking - 8960			395.00	790.00
Deposit	02/01/2017		City of Menifee	MANWARING	10010 - US Bank Checking - 8960			395.00	1,185.00
Deposit	02/01/2017		City of Carlsbad	McMINN	10010 - US Bank Checking - 8960			395.00	1,580.00
Deposit	02/01/2017		City of Vallejo	ABRAHAMSON	10010 - US Bank Checking - 8960			395.00	1,975.00
Deposit	02/01/2017		City of Woodland	GONZLEZ	10010 - US Bank Checking - 8960			395.00	2,370.00
Deposit	02/01/2017		JoAnne Cousino	Deposit	10010 - US Bank Checking - 8960			395.00	2,765.00
Deposit	02/01/2017		City of Antioch	SIMONSEN	10010 - US Bank Checking - 8960			395.00	3,160.00
Deposit	02/01/2017		Bill Manis	Deposit	10010 - US Bank Checking - 8960			395.00	3,555.00
Deposit	02/01/2017		City of San Mateo	OLDS	10010 - US Bank Checking - 8960			395.00	3,950.00
Deposit	02/01/2017		City of Manhattan Beach	tamura	10010 - US Bank Checking - 8960			395.00	4,345.00
Deposit	02/01/2017		Denise Basham	Deposit	10010 - US Bank Checking - 8960			395.00	4,740.00
Deposit	02/01/2017		City of chowchilla (c)	Mcclendon	10010 - US Bank Checking - 8960			395.00	5,135.00
Deposit	02/01/2017		City of Sacramento	Concolino	10010 - US Bank Checking - 8960			395.00	5,530.00
Deposit	02/01/2017		Martha Alvarez	Deposit	10010 - US Bank Checking - 8960			395.00	5,925.00
Deposit	02/01/2017		Mary Gourley (c)	Deposit	10010 - US Bank Checking - 8960			395.00	6,320.00
Deposit	02/01/2017		Adrian Garcia	Deposit	10010 - US Bank Checking - 8960			395.00	6,715.00
Deposit	02/01/2017		City of Imperial Beach	Hald	10010 - US Bank Checking - 8960			395.00	7,110.00
Deposit	02/01/2017		City of Signal Hill	Honeycutt	10010 - US Bank Checking - 8960			395.00	7,505.00
Deposit	02/01/2017		City of Twentynine Palms	Villescas	10010 - US Bank Checking - 8960			395.00	7,900.00
Deposit	02/01/2017		City of Brea	Neal	10010 - US Bank Checking - 8960			395.00	8,295.00
Deposit	02/01/2017		Denise Anderson-Warren	Deposit	10010 - US Bank Checking - 8960			395.00	8,690.00
Deposit	02/01/2017		City of Lemoore	Venegas	10010 - US Bank Checking - 8960			395.00	9,085.00
Deposit	02/01/2017		City of Escondido (C)	Halverson	10010 - US Bank Checking - 8960			395.00	9,480.00
Deposit	02/01/2017		Juan Esquivel	Deposit	10010 - US Bank Checking - 8960			395.00	9,875.00
Deposit	02/01/2017		City of Hollister	Black	10010 - US Bank Checking - 8960			395.00	10,270.00
Deposit	02/01/2017		Tom Graves	Deposit	10010 - US Bank Checking - 8960			395.00	10,665.00
Deposit	02/01/2017		Central Contra Costa Sanitation (c)	Boehme	10010 - US Bank Checking - 8960			395.00	11,060.00
Deposit	02/02/2017		Linda Troyan	Deposit	10010 - US Bank Checking - 8960			395.00	11,455.00
Deposit	02/02/2017		Victoria Hahn (c)	Deposit	10010 - US Bank Checking - 8960			395.00	11,850.00
Deposit	02/02/2017		Michele Lewis	Deposit	10010 - US Bank Checking - 8960			395.00	12,245.00
Deposit	02/02/2017		Desert Water Agency	Sylvia Baca	10010 - US Bank Checking - 8960			395.00	12,640.00
Deposit	02/02/2017		Shalice Tilton	Deposit	10010 - US Bank Checking - 8960			395.00	13,035.00
Deposit	02/02/2017		City of Lake Elsinore	Domen	10010 - US Bank Checking - 8960			395.00	13,430.00
Deposit	02/02/2017		City of Antioch	Garcia	10010 - US Bank Checking - 8960			395.00	13,825.00
Deposit	02/02/2017		City of Temple City	Kuo	10010 - US Bank Checking - 8960			395.00	14,220.00
Deposit	02/02/2017		suzie martinez	Deposit	10010 - US Bank Checking - 8960			395.00	14,615.00
Deposit	02/02/2017		City of Chula Vista	BIGELOW	10010 - US Bank Checking - 8960			395.00	15,010.00
Deposit	02/03/2017		Beth Schott	Brown	10010 - US Bank Checking - 8960			395.00	15,405.00

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Deposit	02/03/2017		City of Belmont	Cook		10010 - US Bank Checking - 8960		395.00	15,800.00
Deposit	02/03/2017		LaTanya Fisher	Corbin		10010 - US Bank Checking - 8960		395.00	16,195.00
Deposit	02/03/2017		Britt Avrit	Deposit		10010 - US Bank Checking - 8960		395.00	16,590.00
Deposit	02/06/2017		City of San Jose (c)	Gutierrez		10010 - US Bank Checking - 8960		395.00	16,985.00
Deposit	02/06/2017		Michelle Wilson-C	Deposit		10010 - US Bank Checking - 8960		395.00	17,380.00
Deposit	02/06/2017		City of San Jose	Taber		10010 - US Bank Checking - 8960		395.00	17,775.00
Deposit	02/06/2017		Cheryl Link	Deposit		10010 - US Bank Checking - 8960		395.00	18,170.00
Deposit	02/06/2017		City of Oakley	Carmody		10010 - US Bank Checking - 8960		395.00	18,565.00
Deposit	02/06/2017		Tracey Martinez	Deposit		10010 - US Bank Checking - 8960		395.00	18,960.00
Deposit	02/06/2017		claudia Bewley	Deposit		10010 - US Bank Checking - 8960		395.00	19,355.00
Deposit	02/06/2017		City of Big Bear Lake	Siep		10010 - US Bank Checking - 8960		395.00	19,750.00
Deposit	02/06/2017		Randi Johl	Johl		10010 - US Bank Checking - 8960		395.00	20,145.00
Deposit	02/06/2017		James Riley	Aguilar		10010 - US Bank Checking - 8960		395.00	20,540.00
Deposit	02/06/2017		City of Laguna Niguel	Eileen		10010 - US Bank Checking - 8960		395.00	20,935.00
Deposit	02/06/2017		Debra Black	Deposit		10010 - US Bank Checking - 8960		395.00	21,330.00
Deposit	02/06/2017		City of Rio Vista	Olea Moger		10010 - US Bank Checking - 8960		395.00	21,725.00
Deposit	02/06/2017		Shelley Neis	Deposit		10010 - US Bank Checking - 8960		395.00	22,120.00
Deposit	02/06/2017		Town of Truckee	Judy Price		10010 - US Bank Checking - 8960		395.00	22,515.00
Deposit	02/06/2017		Jessica Blair	Deposit		10010 - US Bank Checking - 8960		395.00	22,910.00
Deposit	02/06/2017		Cheryl Balz	Deposit		10010 - US Bank Checking - 8960		395.00	23,305.00
Deposit	02/08/2017		Duviet Rodriguez	Deposit		10010 - US Bank Checking - 8960		395.00	23,700.00
Deposit	02/08/2017		City of Porterville	Zavala		10010 - US Bank Checking - 8960		395.00	24,095.00
Deposit	02/09/2017		Andrea Carranza	Deposit		10010 - US Bank Checking - 8960		395.00	24,490.00
Deposit	02/09/2017		City of Santa Monica	Pope		10010 - US Bank Checking - 8960		395.00	24,885.00
Deposit	02/09/2017		Merry Monlux	Deposit		10010 - US Bank Checking - 8960		395.00	25,280.00
Deposit	02/10/2017		Cheryl Balz	Deposit		10010 - US Bank Checking - 8960		395.00	25,675.00
Deposit	02/13/2017		City of La Mirada	Haraksin		10010 - US Bank Checking - 8960		395.00	26,070.00
Deposit	02/13/2017		Gladwell Governmental Services, Inc.	Gladwell		10010 - US Bank Checking - 8960		395.00	26,465.00
Deposit	02/13/2017		City of Rancho Cordova	Cuppy		10010 - US Bank Checking - 8960		395.00	26,860.00
Deposit	02/13/2017		City of Pico Rivera	Jerome		10010 - US Bank Checking - 8960		395.00	27,255.00
Deposit	02/13/2017		Cassandra Candini	Blackmon		10010 - US Bank Checking - 8960		395.00	27,650.00
Total 4103.2 - Exhibitor/ Sponsor - Other							0.00	27,650.00	27,650.00
Total 4103.2 - Exhibitor/ Sponsor							0.00	57,950.00	57,950.00
<b>4103.2c - Banquet Tix</b>									
Deposit	02/01/2017		Anthony Mejia	Deposit		10010 - US Bank Checking - 8960		65.00	65.00
Deposit	02/06/2017		Nanci Lima	Deposit		10010 - US Bank Checking - 8960		65.00	130.00
Deposit	02/06/2017		Town of Truckee	Judy Price		10010 - US Bank Checking - 8960		65.00	195.00
Sales Receipt	02/07/2017	20161134	Granicus	Exhibitor- Banquet Tickets		14999 - Undeposited Funds		130.00	325.00
Sales Receipt	02/07/2017	20161133	Municode Web	Exhibitor- Banquet Tickets		14999 - Undeposited Funds		65.00	390.00
Sales Receipt	02/07/2017	20161135	Municode/Municipal Code	Exhibitor- Banquet Tickets		14999 - Undeposited Funds		130.00	520.00
Sales Receipt	02/07/2017	20161136	Just FOIA	Banquet Tickets		14999 - Undeposited Funds		65.00	585.00
Sales Receipt	02/07/2017	20161137	SouthTech	Banquet Tickets for 2 persons		14999 - Undeposited Funds		130.00	715.00
Sales Receipt	02/24/2017	20161151	Konica Minolta Business Solutions USA	Banquet Tickets		14999 - Undeposited Funds		130.00	845.00
Sales Receipt	02/24/2017	20161152	Political Data Inc	Banquet Tickets		14999 - Undeposited Funds		130.00	975.00
Sales Receipt	02/27/2017	20161176	City of South Pasadena	Banquet Tickets A mejia		14999 - Undeposited Funds		65.00	1,040.00
Total 4103.2c - Banquet Tix							0.00	1,040.00	1,040.00
<b>4103.2d - Wed night event</b>									
Deposit	02/01/2017		Lucille Mallonee	Deposit		10010 - US Bank Checking - 8960		65.00	65.00
Deposit	02/01/2017		City of Los Banos	SOUA		10010 - US Bank Checking - 8960		65.00	130.00
Deposit	02/01/2017		City of Antioch	SIMONSEN		10010 - US Bank Checking - 8960		65.00	195.00
Deposit	02/01/2017		Bill Manis	Deposit		10010 - US Bank Checking - 8960		65.00	260.00

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Deposit	02/01/2017		Patrice M. Olds	OLDS		10010 - US Bank Checking - 8960		65.00	325.00
Deposit	02/01/2017		City of Sacramento	Concolino		10010 - US Bank Checking - 8960		65.00	390.00
Deposit	02/01/2017		City of Twentynine Palms	Villescas		10010 - US Bank Checking - 8960		65.00	455.00
Deposit	02/01/2017		City of Brea	Neal		10010 - US Bank Checking - 8960		65.00	520.00
Deposit	02/01/2017		Denise Anderson-Warren	Deposit		10010 - US Bank Checking - 8960		65.00	585.00
Deposit	02/01/2017		Anthony Mejia	Deposit		10010 - US Bank Checking - 8960		65.00	650.00
Deposit	02/01/2017		Juan Esquivel	Deposit		10010 - US Bank Checking - 8960		65.00	715.00
Deposit	02/01/2017		Tom Graves	Deposit		10010 - US Bank Checking - 8960		65.00	780.00
Deposit	02/02/2017		Linda Troyan	Deposit		10010 - US Bank Checking - 8960		65.00	845.00
Deposit	02/02/2017		Victoria Hahn {c}	Deposit		10010 - US Bank Checking - 8960		65.00	910.00
Deposit	02/02/2017		Michele Lewis	Deposit		10010 - US Bank Checking - 8960		65.00	975.00
Deposit	02/02/2017		Shallice Tilton	Deposit		10010 - US Bank Checking - 8960		65.00	1,040.00
Deposit	02/02/2017		City of Lake Elsinore	Domen		10010 - US Bank Checking - 8960		65.00	1,105.00
Deposit	02/02/2017		City of Antioch	Garcia		10010 - US Bank Checking - 8960		65.00	1,170.00
Deposit	02/02/2017		City of Temple City	kuo		10010 - US Bank Checking - 8960		65.00	1,235.00
Deposit	02/03/2017		City of Belmont	Cook		10010 - US Bank Checking - 8960		65.00	1,300.00
Deposit	02/03/2017		Britt Avrit	Deposit		10010 - US Bank Checking - 8960		65.00	1,365.00
Deposit	02/06/2017		Michelle Wilson-C	Deposit		10010 - US Bank Checking - 8960		65.00	1,430.00
Deposit	02/06/2017		Randi Johl	Johl		10010 - US Bank Checking - 8960		65.00	1,495.00
Deposit	02/06/2017		City of Laguna Niguel	Eileen		10010 - US Bank Checking - 8960		65.00	1,560.00
Deposit	02/06/2017		Nanci Lima	Deposit		10010 - US Bank Checking - 8960		65.00	1,625.00
Deposit	02/06/2017		Nanci Lima	Extra		10010 - US Bank Checking - 8960		65.00	1,690.00
Deposit	02/06/2017		Lee Price	Deposit		10010 - US Bank Checking - 8960		65.00	1,755.00
Deposit	02/06/2017		Town of Truckee	Judy Price		10010 - US Bank Checking - 8960		65.00	1,820.00
Deposit	02/06/2017		Town of Truckee	Extra		10010 - US Bank Checking - 8960		65.00	1,885.00
Deposit	02/06/2017		Jessica Blair	Deposit		10010 - US Bank Checking - 8960		65.00	1,950.00
Sales Receipt	02/07/2017	20161133	Municode Web	Wednesday night tickets		14999 - Undeposited Funds		65.00	2,015.00
Sales Receipt	02/07/2017	20161135	Municode/Municipal Code	Wednesday night tickets		14999 - Undeposited Funds		130.00	2,145.00
Sales Receipt	02/07/2017	20161136	Just FOIA	Wednesday night tickets		14999 - Undeposited Funds		65.00	2,210.00
Sales Receipt	02/07/2017	20161141	Complete Paperless Solutions, LLC	Wednesday night tickets 2 persons		14999 - Undeposited Funds		130.00	2,340.00
Deposit	02/09/2017		City of Santa Monica	Pope		10010 - US Bank Checking - 8960		65.00	2,405.00
Deposit	02/13/2017		City of Pico Rivera	Jerome		10010 - US Bank Checking - 8960		65.00	2,470.00
Deposit	02/15/2017		City of Lomita	Moreno		10010 - US Bank Checking - 8960		65.00	2,535.00
Deposit	02/15/2017		Audrey Byrnes	Deposit		10010 - US Bank Checking - 8960		65.00	2,600.00
Deposit	02/16/2017		City of Roseville	Blanco		10010 - US Bank Checking - 8960		65.00	2,665.00
Deposit	02/16/2017		City of South Pasadena	Jimenez		10010 - US Bank Checking - 8960		65.00	2,730.00
Deposit	02/16/2017		Mary Clifford	Deposit		10010 - US Bank Checking - 8960		65.00	2,795.00
Sales Receipt	02/17/2017	20161144	City of West Hollywood	Wednesday night tickets Quarker Y		14999 - Undeposited Funds		65.00	2,860.00
Sales Receipt	02/17/2017	20161144	City of West Hollywood	Wednesday night tickets Crowder M		14999 - Undeposited Funds		65.00	2,925.00
Deposit	02/17/2017		City of El Segundo	Weaver		10010 - US Bank Checking - 8960		65.00	2,990.00
Deposit	02/17/2017		Rebekah Barr	Deposit		10010 - US Bank Checking - 8960		65.00	3,055.00
Deposit	02/17/2017		Christine Black	Deposit		10010 - US Bank Checking - 8960		65.00	3,120.00
Deposit	02/17/2017		City of Gilroy	Freels		10010 - US Bank Checking - 8960		65.00	3,185.00
Deposit	02/21/2017		Ingrid Padilla	Deposit		10010 - US Bank Checking - 8960		65.00	3,250.00
Deposit	02/21/2017		Truckee Donner	Kuhlemier		10010 - US Bank Checking - 8960		65.00	3,315.00
Sales Receipt	02/24/2017	20161151	Konica Minolta Business Solutions USA	Wednesday night tickets		14999 - Undeposited Funds		130.00	3,445.00
Sales Receipt	02/24/2017	20161152	Political Data Inc	Wednesday night tickets		14999 - Undeposited Funds		130.00	3,575.00
Deposit	02/24/2017		City of Pleasanton	Diaz		10010 - US Bank Checking - 8960		65.00	3,640.00
Sales Receipt	02/27/2017	20161167	Vicki Kasad	Wednesday night tickets		14999 - Undeposited Funds		65.00	3,705.00
Sales Receipt	02/27/2017	20161168	Nanci Carter O'neill Lima	Wednesday night tickets		14999 - Undeposited Funds		65.00	3,770.00
Sales Receipt	02/27/2017	20161169	City of Riverside {c}	Wednesday night tickets Colleen Nicol		14999 - Undeposited Funds		65.00	3,835.00

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Sales Receipt	02/27/2017	20161170	Colleen Nicol -C	Wednesday night tickets	14999 - Undeposited Funds			65.00	3,900.00
Sales Receipt	02/27/2017	20161171	City of Riverside (c)	Wednesday night tickets Sherry Moton	14999 - Undeposited Funds			65.00	3,965.00
Sales Receipt	02/27/2017	20161172	Sherr Morton	Wednesday night tickets	14999 - Undeposited Funds			65.00	4,030.00
Sales Receipt	02/27/2017	20161176	City of South Pasadena	Wednesday night tickets	14999 - Undeposited Funds			65.00	4,095.00
Deposit	02/27/2017		City of El Segundo	Shilling	10010 - US Bank Checking - 8960			65.00	4,160.00
Sales Receipt	02/28/2017	20161212	City of Santa Fe Springs	Wednesday night tickets	14999 - Undeposited Funds			65.00	4,225.00
Total 4103.2d - Wed night event							0.00	4,225.00	4,225.00
<b>4103.2E - Walk/Run</b>									
Deposit	02/01/2017		Bill Manis	Deposit	10010 - US Bank Checking - 8960			35.00	35.00
Deposit	02/01/2017		Patrice M. Olds	Deposit	10010 - US Bank Checking - 8960			35.00	70.00
Deposit	02/01/2017		City of Escondido (C)	Halverson	10010 - US Bank Checking - 8960			35.00	105.00
Deposit	02/02/2017		Linda Troyan	Deposit	10010 - US Bank Checking - 8960			35.00	140.00
Deposit	02/02/2017		Victoria Hahn (c)	Deposit	10010 - US Bank Checking - 8960			35.00	175.00
Deposit	02/02/2017		City of Lake Elsinore	Domen	10010 - US Bank Checking - 8960			35.00	210.00
Deposit	02/02/2017		City of Temple City	KUO	10010 - US Bank Checking - 8960			35.00	245.00
Deposit	02/03/2017		City of Escondido (C)	Halverson	10010 - US Bank Checking - 8960			35.00	280.00
Deposit	02/06/2017		Cheryl Link	Deposit	10010 - US Bank Checking - 8960			35.00	315.00
Deposit	02/06/2017		Randi Johl	Johl	10010 - US Bank Checking - 8960			35.00	350.00
Deposit	02/06/2017		City of Laguna Niguel	Eileen	10010 - US Bank Checking - 8960			35.00	385.00
Deposit	02/06/2017		Lee Price	Deposit	10010 - US Bank Checking - 8960			35.00	420.00
Deposit	02/06/2017		City of Beverly Hills	Deposit	10010 - US Bank Checking - 8960		35.00		385.00
Deposit	02/06/2017		Town of Truckee	Judy Price	10010 - US Bank Checking - 8960			35.00	420.00
Deposit	02/13/2017		City of Rancho Cordova	Cuppy	10010 - US Bank Checking - 8960			35.00	455.00
Deposit	02/21/2017		Ingrid Padilla	Deposit	10010 - US Bank Checking - 8960			35.00	490.00
Deposit	02/23/2017		Lisa Pope	Deposit	10010 - US Bank Checking - 8960			35.00	525.00
Deposit	02/24/2017		City of Pleasanton	Diaz	10010 - US Bank Checking - 8960			35.00	560.00
Sales Receipt	02/27/2017	20161167	Vicki Kasad	Walk / Run	14999 - Undeposited Funds			35.00	595.00
Sales Receipt	02/27/2017	20161169	City of Riverside (c)	Walk / Run Colleen Nicol	14999 - Undeposited Funds			35.00	630.00
Sales Receipt	02/27/2017	20161170	Colleen Nicol -C	Walk / Run	14999 - Undeposited Funds			35.00	665.00
Sales Receipt	02/27/2017	20161171	City of Riverside (c)	Walk / Run Sherry Moton	14999 - Undeposited Funds			35.00	700.00
Sales Receipt	02/27/2017	20161172	Sherr Morton	Walk / Run	14999 - Undeposited Funds			35.00	735.00
Sales Receipt	02/27/2017	20161176	City of South Pasadena	Walk / Run D Jimenez	14999 - Undeposited Funds			35.00	770.00
Total 4103.2E - Walk/Run							35.00	805.00	770.00
Total 4100 - CONFERENCES							985.00	98,605.00	97,620.00
<b>4200 - Meeting- Sponsorship</b>									
Sales Receipt	02/15/2017	20161178	MCCi LLC	Meetings Sponsorship	14999 - Undeposited Funds			1,000.00	1,000.00
Total 4200 - Meeting- Sponsorship							0.00	1,000.00	1,000.00
<b>4300 - Training Revenue</b>									
<b>4120.1 - Nuts &amp; Bolts South</b>									
Deposit	02/24/2017	75192	Las Virgenes Municipal Water District (v)	Mary Capps	10010 - US Bank Checking - 8960			100.00	100.00
Deposit	02/24/2017	538858	City of San Clemente	Campagnolo	10010 - US Bank Checking - 8960			40.00	140.00
Total 4120.1 - Nuts & Bolts South							0.00	140.00	140.00
<b>4120.2 - Nuts &amp; Bolts Central</b>									
Sales Receipt	02/27/2017	20161191	Michael McHatteb	Nuts & Bolts Central	14999 - Undeposited Funds			200.00	200.00
Sales Receipt	02/27/2017	20161197	City of Wasco	Nuts & Bolts Central / Martinez	14999 - Undeposited Funds			200.00	400.00
Sales Receipt	02/28/2017	20161205	Katheryn Musselman	Nuts & Bolts Central	14999 - Undeposited Funds			200.00	600.00
Total 4120.2 - Nuts & Bolts Central							0.00	600.00	600.00
<b>4120.3 - Nuts &amp; Bolts North</b>									
Deposit	02/01/2017		Carline Chavez	Refund	10010 - US Bank Checking - 8960		200.00		-200.00
Deposit	02/02/2017	205851	Contra Costa Water District	Mary Neher 2/02	10010 - US Bank Checking - 8960			175.00	-25.00
Deposit	02/02/2017	707153	City of Eureka	Christine Tyson 2/02	10010 - US Bank Checking - 8960			175.00	150.00

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Deposit	02/02/2017	5175367	City of San Jose	Elaine Trinh 2/02		10010 - US Bank Checking - 8960		200.00	350.00
Deposit	02/02/2017	3425256	City of Walnut Creek (c)	Geraroo Victoria 2/02		10010 - US Bank Checking - 8960		200.00	550.00
Bill	02/02/2017	02-02-2017	City of Vallejo (v)	Raffle Gifts, Tickets, Bags for Nuts & Bolts Northern 2/2/2017		20000 - ACCOUNTS PAYABLE	182.86		367.14
Bill	02/03/2017	02-03-2017	Dawn Abrahamson	Reimbursed for Travel Mileages for Northern N & B Workshop		20000 - ACCOUNTS PAYABLE	75.49		291.65
Deposit	02/24/2017	47669	City of Live Oak	Hope Ithurburn		10010 - US Bank Checking - 8960		175.00	466.65
Deposit	02/24/2017	34417	City of Willows	Robyn J.		10010 - US Bank Checking - 8960		200.00	666.65
Deposit	02/24/2017	164582	City of Salinas	Liz Soto		10010 - US Bank Checking - 8960		175.00	841.65
Total 4120.3 - Nuts & Bolts North							458.35	1,300.00	841.65
<b>4120.4 - Income - Athenian Dialogo</b>									
Deposit	02/01/2017		City of Carlsbad	McMINN		10010 - US Bank Checking - 8960		150.00	150.00
Deposit	02/01/2017		City of Woodland	GONZLEZ		10010 - US Bank Checking - 8960		150.00	300.00
Deposit	02/01/2017		City of San Mateo	OLDS		10010 - US Bank Checking - 8960		150.00	450.00
Deposit	02/02/2017	864363	City of San Bernadino	John Paul Maier		10010 - US Bank Checking - 8960		100.00	550.00
Deposit	02/02/2017		City of Temple City	kuo		10010 - US Bank Checking - 8960		150.00	700.00
Deposit	02/03/2017		Jessica Mejia	Deposit		10010 - US Bank Checking - 8960		100.00	800.00
Deposit	02/06/2017		James Riley	Aguilar		10010 - US Bank Checking - 8960		150.00	950.00
Deposit	02/08/2017		City of Monterey Park	Deposit		10010 - US Bank Checking - 8960		100.00	1,050.00
Deposit	02/09/2017		City of Dinuba	Linda Barkley		10010 - US Bank Checking - 8960		100.00	1,150.00
Deposit	02/09/2017		City of La Puente (c)	Garcia		10010 - US Bank Checking - 8960		100.00	1,250.00
Deposit	02/17/2017		City of Woodland	Gonzalez		10010 - US Bank Checking - 8960	150.00		1,100.00
Deposit	02/21/2017		Wanda Wong	Deposit		10010 - US Bank Checking - 8960		100.00	1,200.00
Deposit	02/23/2017		City of Santa Paula	Deposit		10010 - US Bank Checking - 8960		100.00	1,300.00
Deposit	02/24/2017	288020	City of Alameda	Deposit Check		10010 - US Bank Checking - 8960		100.00	1,400.00
Sales Receipt	02/26/2017	20161190	City of Coachella	Carranza		14999 - Undeposited Funds		100.00	1,500.00
Sales Receipt	02/27/2017	20161177	City of South Pasadena	D Jimenez and N Sanchez		14999 - Undeposited Funds		200.00	1,700.00
Sales Receipt	02/28/2017	20161212	City of Santa Fe Springs	AD		14999 - Undeposited Funds		150.00	1,850.00
Total 4120.4 - Income - Athenian Dialogo							150.00	2,000.00	1,850.00
Total 4300 - Training Revenue							608.35	4,040.00	3,431.65
<b>4450 - Education Income</b>									
<b>4450.1 - Region 1 Meetings</b>									
Deposit	02/27/2017		JoAnne Buerkler	Deposit	Regions:Region 1	10010 - US Bank Checking - 8960		40.00	40.00
Sales Receipt	02/28/2017	20161210	Olivia Zotter	Region 1 Workshop	Regions:Region 1	14999 - Undeposited Funds		40.00	80.00
Total 4450.1 - Region 1 Meetings							0.00	80.00	80.00
<b>4450.4 - Region 4 Meetings</b>									
Deposit	02/09/2017	48793	City of Hughson	Deposit	Regions:Region 4	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/17/2017	071607	City of Kingsburg	Deposit	Regions:Region 4	10010 - US Bank Checking - 8960		40.00	80.00
Total 4450.4 - Region 4 Meetings							0.00	80.00	80.00
<b>4450.5 - Region 5 Meetings</b>									
Deposit	02/03/2017		La Vonda Pearson	Deposit	Regions:Region 5	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/03/2017		Tina Bulgarelli	Deposit	Regions:Region 5	10010 - US Bank Checking - 8960		40.00	80.00
Total 4450.5 - Region 5 Meetings							0.00	80.00	80.00
<b>4450.8 - Region 8 Meetings</b>									
Deposit	02/02/2017	43979	City of Brawley	Alma Benavides	Regions:Region 8	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/02/2017	1561	City of Westmorland	no name	Regions:Region 8	10010 - US Bank Checking - 8960		40.00	80.00
Total 4450.8 - Region 8 Meetings							0.00	80.00	80.00
<b>4450.9 - Region 9 Meetings</b>									
Deposit	02/06/2017		Katherine Valdez	Deposit	Regions:Region 9	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/16/2017		Sheree Kansas	Deposit	Regions:Region 9	10010 - US Bank Checking - 8960		40.00	80.00
Deposit	02/23/2017		City of San Marcos	Deposit	Regions:Region 9	10010 - US Bank Checking - 8960		40.00	120.00
Total 4450.9 - Region 9 Meetings							0.00	120.00	120.00
<b>4450.10 - Region 10 Meeting</b>									

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Deposit	02/01/2017		City of Los Alamitos	Quintanar	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/03/2017		City of Vernon	Ayala	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	80.00
Deposit	02/03/2017		Juan Esquivel	Deposit	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	120.00
Deposit	02/03/2017		Juan Esquivel	Deposit	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	160.00
Deposit	02/06/2017		City of Tustin	Deposit	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	200.00
Deposit	02/06/2017		Isabelle Diaz	Deposit	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	240.00
Deposit	02/15/2017		Bill Manis	Deposit	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	280.00
Deposit	02/16/2017		City of Santa Monica	Anderson	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	320.00
Deposit	02/17/2017	20274	City of La Palma	Kimberly Kenney	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	360.00
Deposit	02/17/2017	115447	City of Seal Beach	Roberts and Engstorn	Regions:Region 10	10010 - US Bank Checking - 8960		80.00	440.00
Deposit	02/17/2017		City of Buena Park	Guerra	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	480.00
Deposit	02/17/2017		City of Brea	Harris Neal	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	520.00
Deposit	02/17/2017		Michele Lewis	Deposit	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	560.00
Deposit	02/24/2017	1000087691	Orange County Sanitation District	VOID: Deposit	Regions:Region 10	10010 - US Bank Checking - 8960	0.00		560.00
Deposit	02/24/2017	1000087691	Orange County Sanitation District	Deposit Check	Regions:Region 10	10010 - US Bank Checking - 8960		200.00	760.00
Deposit	02/24/2017	124371	city of Stanton	P Vasquez	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	800.00
Deposit	02/24/2017		Laura Nieto	Deposit	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	840.00
Deposit	02/27/2017		City of Garden Grove	Pomeroy	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	880.00
Deposit	02/27/2017		City of Garden Grove	Vasquez	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	920.00
Deposit	02/27/2017		City of Garden Grove	Kehn	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	960.00
Deposit	02/27/2017		City of Garden Grove	Pizarro	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	1,000.00
Deposit	02/27/2017		YLWD	Alexander	Regions:Region 10	10010 - US Bank Checking - 8960		40.00	1,040.00
Total 4450.10 - Region 10 Meeting							0.00	1,040.00	1,040.00
<b>4450.11 - Region 11 Meetings</b>									
Deposit	02/02/2017	2245	Netfile, Inc.	Sponsorship for Region 11 meeting	Regions:Region 11	10010 - US Bank Checking - 8960		200.00	200.00
Deposit	02/03/2017		City of Arvin	Ruiz	Regions:Region 11	10010 - US Bank Checking - 8960		40.00	240.00
Deposit	02/09/2017		City of La Puente (c)	Garcia	Regions:Region 11	10010 - US Bank Checking - 8960		40.00	280.00
Deposit	02/17/2017	272681	City of Ontario	Kasad	Regions:Region 11	10010 - US Bank Checking - 8960		40.00	320.00
Deposit	02/21/2017		City of Santa Clarita (c)	Caputo	Regions:Region 11	10010 - US Bank Checking - 8960		40.00	360.00
Deposit	02/21/2017		City of Santa Clarita (c)	Caputo	Regions:Region 11	10010 - US Bank Checking - 8960		40.00	400.00
Deposit	02/21/2017		City of Santa Clarita (c)	Caputo	Regions:Region 11	10010 - US Bank Checking - 8960		40.00	440.00
Deposit	02/24/2017	100472	City of San Fernando	Deposit Check	Regions:Region 11	10010 - US Bank Checking - 8960		80.00	520.00
Sales Receipt	02/28/2017	20161208	Jeremy Green	Region 11 Workshop	Regions:Region 11	14999 - Undeposited Funds		40.00	560.00
Credit Card Charge	02/28/2017	839	Salt Creek Grille	Catering for Region 11	Regions:Region 11	25600 - Susan Domen	628.70		-68.70
Total 4450.11 - Region 11 Meetings							628.70	560.00	-68.70
<b>4450.12 - Region 12 Meetings</b>									
Deposit	02/03/2017		City of Ventura	Mann	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/06/2017		City of Venture	Mann	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	80.00
Deposit	02/06/2017		City of Venture	Mann	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	120.00
Deposit	02/06/2017		Las Virgenes Municipal Water District	Deposit	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	160.00
Deposit	02/06/2017		Josie Guzman	Deposit	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	200.00
Deposit	02/09/2017		Donald Patterson	Deposit	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	240.00
Deposit	02/13/2017		City of Santa Monica	pope	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	280.00
Deposit	02/15/2017		City of Oxnard	KOZIEL	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	320.00
Deposit	02/21/2017		City of Port Hueneume	Kostenuik	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	360.00
Deposit	02/27/2017		City of Thousand Oaks	Deposit	Regions:Region 12	10010 - US Bank Checking - 8960		40.00	400.00
Total 4450.12 - Region 12 Meetings							0.00	400.00	400.00
<b>4450.13 - Region 13 Meetings</b>									
Deposit	02/24/2017		City of Thousand Oaks	Deposit	Regions:Region 13	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/24/2017		City of Fullerton	Deposit	Regions:Region 13	10010 - US Bank Checking - 8960		40.00	80.00
Total 4450.13 - Region 13 Meetings							0.00	80.00	80.00

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Type	Date	Num	Name	Memo	Class	Split	Debit	Credit	Balance
<b>4450.14 - Region 14 Meetings</b>									
Deposit	02/21/2017		Cecilia McDaniel	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/21/2017		Shawna Freels	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	80.00
Deposit	02/21/2017		Miyuki Yokoyama	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	120.00
Deposit	02/21/2017		Theresa DellaSanta	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	160.00
Deposit	02/21/2017		Dora Wong	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	200.00
Deposit	02/21/2017		Lisa Natusch	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	240.00
Deposit	02/21/2017		Wanda Wong	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	280.00
Deposit	02/21/2017		Wanda Wong	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	320.00
Deposit	02/21/2017		Wanda Wong	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	360.00
Deposit	02/21/2017		Wanda Wong	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	400.00
Deposit	02/21/2017		Patrice Olds	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	440.00
Deposit	02/23/2017		Michelle Wilson-C	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	480.00
Deposit	02/24/2017		Deborah Padovan	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	520.00
Deposit	02/27/2017		Jessica Blair	Deposit	Regions:Region 14	10010 - US Bank Checking - 8960		40.00	560.00
Total 4450.14 - Region 14 Meetings							0.00	560.00	560.00
<b>4450.15 - Region 15 Meetings</b>									
Deposit	02/02/2017		suzie martinez	Deposit	Regions:Region 15	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/03/2017		Susan Gauthier	Deposit	Regions:Region 15	10010 - US Bank Checking - 8960		40.00	80.00
Deposit	02/03/2017		Merry Monlux	Deposit	Regions:Region 15	10010 - US Bank Checking - 8960		40.00	120.00
Deposit	02/03/2017		Janna Mckay	Deposit	Regions:Region 15	10010 - US Bank Checking - 8960		40.00	160.00
Deposit	02/17/2017	083943	City of Pinole	Rosa Acosta	Regions:Region 15	10010 - US Bank Checking - 8960		40.00	200.00
Credit Card Charge	02/19/2017	02-19-2017	Bargain Balloons	Workshop Decoations	Regions:Region 15	25600 - Susan Domen	25.61		174.39
Total 4450.15 - Region 15 Meetings							25.61	200.00	174.39
<b>4450.16 - Region 16 Meetings</b>									
Deposit	02/02/2017	97008	City of St. Helena	Ciny Black	Regions:Region 16	10010 - US Bank Checking - 8960		40.00	40.00
Deposit	02/02/2017	149053	City of San Mateo	Sianez 1/27	Regions:Region 16	10010 - US Bank Checking - 8960		40.00	80.00
Deposit	02/02/2017	3020167	City of Ukiah	Lawler and Cocco	Regions:Region 16	10010 - US Bank Checking - 8960		80.00	160.00
Deposit	02/17/2017	9341	City of San Marcos	Vieki Wilson	Regions:Region 16	10010 - US Bank Checking - 8960		40.00	200.00
Deposit	02/17/2017	761009	City of Vallejo	IOPU	Regions:Region 16	10010 - US Bank Checking - 8960		40.00	240.00
Total 4450.16 - Region 16 Meetings							0.00	240.00	240.00
Total 4450 - Education Income							654.31	3,520.00	2,865.69
<b>4600 - FUNDRAISING</b>									
Deposit	02/17/2017	512	Marie Calderon	Education Fund Donation		10010 - US Bank Checking - 8960		25.00	25.00
Total 4600 - FUNDRAISING							0.00	25.00	25.00
<b>4700 - Investments</b>									
<b>4710 - Interest-Sav, CD, Checkg</b>									
Deposit	02/24/2017			interest 02-2017		10040 - US Bank Savings - 2770		0.74	0.74
Deposit	02/24/2017			interest for 2/2017		10020 - US Bank CD - 7881		0.30	1.04
Total 4710 - Interest-Sav, CD, Checkg							0.00	1.04	1.04
Total 4700 - Investments							0.00	1.04	1.04
<b>4800 - OTHER REVENUES</b>									
<b>4805 - Advertising Revenue</b>									
Invoice	02/07/2017	20160340	East Bay Municipal Utility District	CCAC Job Website Posting		12000 - ACCOUNTS RECEIVABLE	0.00		0.00
Invoice	02/07/2017	20160341	City of San Jose (c)	CCAC Job Website Posting		12000 - ACCOUNTS RECEIVABLE		200.00	200.00
Invoice	02/07/2017	20160342	City of Buena Park	CCAC Job Website Posting		12000 - ACCOUNTS RECEIVABLE		200.00	400.00
Invoice	02/13/2017	20160343	City of Citrus Heights Water District	CCAC Job Website Posting		12000 - ACCOUNTS RECEIVABLE		200.00	600.00
Invoice	02/13/2017	20160344	City of Larkspur	CCAC Job Website Posting		12000 - ACCOUNTS RECEIVABLE		200.00	800.00
Invoice	02/23/2017	20160345	City of Aliso Viejo (c)	CCAC Job Website Posting		12000 - ACCOUNTS RECEIVABLE	0.00		800.00
Invoice	02/23/2017	20160346	City of Waterford (c)	CCAC Job Website Posting		12000 - ACCOUNTS RECEIVABLE		200.00	1,000.00
Total 4805 - Advertising Revenue							0.00	1,000.00	1,000.00



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Type	Date	Num	Name	Memo	Class	Split	Debit	Credit	Balance
<b>4810 · Handbook Revenue</b>									
Deposit	02/02/2017	47684	City of Live Oak	handbook order		10010 · US Bank Checking - 8960		40.00	40.00
Sales Receipt	02/24/2017	20161148	City of Pinole	City Clerk's Handbook		14999 · Undeposited Funds		40.00	80.00
Total 4810 · Handbook Revenue							0.00	80.00	80.00
Total 4800 · OTHER REVENUES									
							0.00	1,080.00	1,080.00
<b>6266 · Education Expense</b>									
<b>6266.4 · Region 4 Meetings Expenses</b>									
Bill	02/01/2017	1-24-2017	City of Tulare - V	Meals & Coffee for 01/24/2017 Workship Region 4		20000 · ACCOUNTS PAYABLE	300.94		-300.94
Bill	02/06/2017	3604	Gladwell Governmental Services Inc	1/24/2017 E-records, Email, Retention, Doc Imaging and leadership op		20000 · ACCOUNTS PAYABLE	2,000.00		-2,300.94
Total 6266.4 · Region 4 Meetings Expenses							2,300.94	0.00	-2,300.94
<b>6226.8 · Region 8 Meetings Expenses</b>									
Bill	02/06/2017	3604	Gladwell Governmental Services Inc	1/24/2017 E-records, Email, Retention, Doc Imaging and leadership op		20000 · ACCOUNTS PAYABLE	2,000.00		-2,000.00
Bill	02/21/2017	02-21-2017	Debra Jackson	Lunch Meal Reimbursement for Region 8 Workshop		20000 · ACCOUNTS PAYABLE	159.29		-2,159.29
Total 6226.8 · Region 8 Meetings Expenses							2,159.29	0.00	-2,159.29
<b>6266.15 · Region 15 Meetings Expenses</b>									
Bill	02/09/2017	E03056	Sunrise Bistro & Catering	Meals Catering for Region 5 in Walnut Creek		20000 · ACCOUNTS PAYABLE	440.02		-440.02
Credit Card Charge	02/19/2017	02-19-2017	Tulleshop.com	Workshop Decorations	Regions:Region 15	25600 · Susan Domen	21.24		-461.26
Total 6266.15 · Region 15 Meetings Expenses							461.26	0.00	-461.26
<b>6226.16 · Region 16 Meetings Expenses</b>									
Bill	02/06/2017	3604	Gladwell Governmental Services Inc	1/24/2017 E-records, Email, Retention, Doc Imaging and leadership op		20000 · ACCOUNTS PAYABLE	2,000.00		-2,000.00
Bill	02/15/2017	02-15-2017	Town of Corte Madera	Meals Reimbursement for Region 16 Workshop 01/27/2017		20000 · ACCOUNTS PAYABLE	329.92		-2,329.92
Total 6226.16 · Region 16 Meetings Expenses							2,329.92	0.00	-2,329.92
Total 6266 · Education Expense									
							7,251.41	0.00	-7,251.41
<b>6200 · OPERATING EXPENSES</b>									
<b>6202.1 · Supplies</b>									
Bill	02/01/2017	02-01-2017	Carol Bonner			20000 · ACCOUNTS PAYABLE	169.50		-169.50
Total 6202.1 · Supplies							169.50	0.00	-169.50
<b>6202.2 · Postage, Mailing Service</b>									
Bill	02/01/2017	201725	Smith Moore & Associates	Postage paid by SMA for Jan 2017 to Feb 8 2017		20000 · ACCOUNTS PAYABLE	16.74		-16.74
Bill	02/01/2017	02-01-2017	Carol Bonner	50 stamps @ \$0.49 and 63 stamps @ \$0.47		20000 · ACCOUNTS PAYABLE	57.06		-73.80
Bill	02/08/2017	2017146	Smith Moore & Associates	Postage Monthly Expenses paid by SMA 02/09 - 02/28/2017		20000 · ACCOUNTS PAYABLE	7.44		-81.24
Total 6202.2 · Postage, Mailing Service							81.24	0.00	-81.24
<b>6202.5 · Printing and Copying</b>									
Bill	02/01/2017	201725	Smith Moore & Associates	Printing charge for Jan 2017 to Feb 8 2017		20000 · ACCOUNTS PAYABLE	2.50		-2.50
Bill	02/08/2017	2017146	Smith Moore & Associates	Printing Charges Feb 2017		20000 · ACCOUNTS PAYABLE	3.35		-5.85
Total 6202.5 · Printing and Copying							5.85	0.00	-5.85
<b>6202.7 · Telephone</b>									
Bill	02/01/2017	201725	Smith Moore & Associates	TelePacific Monthly Telephone Fee for Jan 2017		20000 · ACCOUNTS PAYABLE	47.57		-47.57
Bill	02/08/2017	2017146	Smith Moore & Associates	TelePacific Monthly Bill Jan 2017		20000 · ACCOUNTS PAYABLE	43.89		-91.46
Bill	02/08/2017	2017146	Smith Moore & Associates	TelePacific Monthly Bill Feb 2017		20000 · ACCOUNTS PAYABLE	45.19		-136.65
Total 6202.7 · Telephone							136.65	0.00	-136.65
<b>6202.8 · Bank Fees</b>									
General Journal	02/08/2017	28		interest charge		25000 · Association Credit Cards	2.00		-2.00
Check	02/14/2017		US Bank	Service Charge		10010 · US Bank Checking - 8960	5.00		-7.00
Total 6202.8 · Bank Fees							7.00	0.00	-7.00
Total 6200 · OPERATING EXPENSES									
							400.24	0.00	-400.24
<b>6203 · Professional Services</b>									
<b>6203.8 · Association Managemet Fees</b>									
Bill	02/09/2017	2016878	Smith Moore & Associates	Monthly Administrative and Accounting Services Fee		20000 · ACCOUNTS PAYABLE	0.00		0.00
Bill	02/09/2017	2016879	Smith Moore & Associates	Monthly Accounting & Membership Administrative Services Fee		20000 · ACCOUNTS PAYABLE	2,163.00		-2,163.00
Total 6203.8 · Association Managemet Fees							2,163.00	0.00	-2,163.00

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	Type	Date	Num	Name	Memo	Class	Split	Debit	Credit	Balance
Total 6203 · Professional Services								2,163.00	0.00	-2,163.00
<b>6208 · Annual Conference</b>										
<b>208.12 Registration Expenses</b>										
	Check	02/03/2017	ewithdrawal	Merchant Bank Cd	Gateway fees	10010 · US Bank Checking - 8960		1,279.78		-1,279.78
Total 208.12 Registration Expenses								<u>1,279.78</u>	<u>0.00</u>	<u>-1,279.78</u>
Total 6208 · Annual Conference								1,279.78	0.00	-1,279.78
<b>6218 · 2017 Annual Conference</b>										
	Credit Card Charge	02/13/2017	02-13-2017	Discountmugs.com	Preprint logo mugs for Annau Conf	25600 · Susan Domen		3,058.01		-3,058.01
	Credit Card Credit	02/22/2017	Refund	Discountmugs.com	Preprint logo mugs	25600 · Susan Domen			709.25	-2,348.76
Total 6218 · 2017 Annual Conference								<u>3,058.01</u>	<u>709.25</u>	<u>-2,348.76</u>
<b>6211 · Board Expense</b>										
<b>6211.3 · Board Travel</b>										
	Credit Card Charge	02/16/2017	02-16-2017	Alaska Air	Pierce travel to Anchorage	25600 · Susan Domen		391.90		-391.90
	Credit Card Charge	02/25/2017	02-25-2017	Alaska Air	Travel to Palm Springs for Annual Conf	25500 · Jose Jass0- 3468		292.40		-684.30
	Credit Card Charge	02/25/2017	02-25-2017	travel Insurance	insurance for Palm Springs Travel	25500 · Jose Jass0- 3468		16.13		-700.43
	Credit Card Charge	02/28/2017	02-28-2017	Alaska Air	Travel to Palm Springs for Annual Conf	25400 · Tracy Davis- 3435		407.40		-1,107.83
	Credit Card Charge	02/28/2017	02-28-2017	travel Insurance	insurance for travel to Palm Springs	25400 · Tracy Davis- 3435		25.46		-1,133.29
Total 6211.3 · Board Travel								<u>1,133.29</u>	<u>0.00</u>	<u>-1,133.29</u>
Total 6211 · Board Expense								1,133.29	0.00	-1,133.29
<b>6215 · Fundraising Expense</b>										
<b>6215.6 · Other fundraising expenses</b>										
	Credit Card Charge	02/20/2017	02-20-2017	OTC Brands		25600 · Susan Domen		69.93		-69.93
	Credit Card Charge	02/20/2017	02-20-2017	OTC Brands		25600 · Susan Domen		94.83		-164.76
Total 6215.6 · Other fundraising expenses								<u>164.76</u>	<u>0.00</u>	<u>-164.76</u>
Total 6215 · Fundraising Expense								164.76	0.00	-164.76
<b>6220 · Training expenses</b>										
<b>6220.3 · Nuts &amp; Bolts North</b>										
	Bill	02/02/2017	162	Dawn Abrahamson	Meals for Nuts & Bolts North	20000 · ACCOUNTS PAYABLE		0.00		0.00
	Bill	02/02/2017	02-02-2017	Heather Lopu	Reimbursed for Hats for Centerpieces/Decorations/Theme	20000 · ACCOUNTS PAYABLE		14.49		-14.49
	Bill	02/02/2017	162	Howe It's Done	Catering for Nuts & Bolts North	20000 · ACCOUNTS PAYABLE		3,810.47		-3,824.96
	Credit Card Charge	02/06/2017	80042	Hyatt Place Rancho Cordova	NB workshop 02-02-2017	25600 · Susan Domen		675.05		-4,500.01
	Bill	02/10/2017	02-09-2017	City of Rancho Cordova (v)	Raffle Basket for Nuts and Bolts	20000 · ACCOUNTS PAYABLE		109.75		-4,609.76
Total 6220.3 · Nuts & Bolts North								<u>4,609.76</u>	<u>0.00</u>	<u>-4,609.76</u>
<b>6220.4 · Athenian Dialogue</b>										
	Bill	02/28/2017	02-25-2017	Shalon Edmondson	Coffee for Attendees in Feb 25 2017 VSFC D Athenian Dialogue	20000 · ACCOUNTS PAYABLE		31.80		-31.80
Total 6220.4 · Athenian Dialogue								<u>31.80</u>	<u>0.00</u>	<u>-31.80</u>
Total 6220 · Training expenses								4,641.56	0.00	-4,641.56
<b>6221 · 221 Scholarships</b>										
<b>6221.11 · Alternataive</b>										
	Bill	02/15/2017	02-15-2017	City of Calistoga -V	CCAC Alternative Scholarship Awards 2016-17	20000 · ACCOUNTS PAYABLE		300.00		-300.00
	Bill	02/15/2017	02-15-2017	Windemera Quintanar	CCAC Alternative Scholarship Awards 2016-17	20000 · ACCOUNTS PAYABLE		282.00		-582.00
Total 6221.11 · Alternataive								<u>582.00</u>	<u>0.00</u>	<u>-582.00</u>
Total 6221 · 221 Scholarships								582.00	0.00	-582.00
<b>TOTAL</b>								<u><b>23,021.71</b></u>	<u><b>125,225.29</b></u>	<u><b>102,203.58</b></u>



**MEMORANDUM**

TO: President Jasso and CCAC Board of Directors

FROM: Stephanie D. Smith, MMC, CCAC 2<sup>nd</sup> Vice President

DATE: April 14, 2017

SUBJECT: Request to Amend CCAC Board Policy 108 – Elections and Nominations

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**RECOMMENDED ACTIONS:**

1. Amend CCAC Board Policy 108 – Elections and Nominations, to provide for potential use of online/electronic balloting and to add clarifying language
2. Modify the nomination form to be consistent with policy language permitting electronic submission of said form.

**EXECUTIVE SUMMARY:**

CCAC Elections and Nominations are governed by Board Policy 108 (“Policy”), which specifies the time, manner and place of Board elections. Over the past two election cycles, there has been confusion regarding the electronic submission of nomination forms and candidate statements, as the Policy specifically allows this practice, however the exemplar nomination form states original signatures are required. Modifying the exemplar nomination form to be consistent with Policy language will simplify the nomination process and allow the Nomination Chair to accept electronic submissions received on or before the final filing date. In addition, the Policy at this time specifies an all-mail ballot and does not allow online or electronic voting. Adding online or electronic voting as a potential election delivery method provides flexibility for the Nominating Committee and has a potential cost savings of approximately \$3,300 should online or electronic voting be used. Finally, the proposed amendment adds clarifying language that the office of President and 1<sup>st</sup> Vice President will appear on each annual ballot, pursuant to language in the CCAC Bylaws.

**DISCUSSION:**

Section 4.2 of the Policy (Attachment 1) states, in part, “Candidates can submit their *Acceptance of Nomination and Candidate Statement* form either electronically, by mail, or in person. Electronic signatures are acceptable.” The form itself (Attachment 2) is made a part of the adopted Policy, and states, in part, “Return Dated Form with Original Signature to:” and then goes on to list the Nominating Chair. Elsewhere on the form it states Facsimile and emailed forms will be accepted. This language is confusing and has led to candidates being turned away on the final filing date because they submitted their forms via email only. It is recommended the *Acceptance of Nomination and Candidate Statement* form be modified to remove the requirement for an original, wet signature and allow facsimile and emailed forms to be accepted on the final day of filing.

Section 4.8 of the Policy outlines the method for delivery of the ballots to eligible Voting Members, specifically that the election be conducted using an all-mail ballot system. The cost for this method range between \$3,000 and \$3,300 per year, depending on total membership and the number of ballots printed. The Association currently contracts with Martin and Chapman, Inc. to conduct the election. The proposed amendment adds language that permits the Nominating Committee to utilize online or electronic ballots, much in the same manner as IIMC uses online ballots for its elections. The language is permissive, and does not require the use of online or electronic ballots. The proposed amendment simply provides alternatives to the all-mail ballot should the Nominating Committee find it expedient and cost efficient to send electronic or online ballots.

Finally, Section 8.1 of the Bylaws states, in part “...and the officers seated as First Vice-President and Second Vice-President in 2015-2016 shall be *elected* to the next successive office towards Presidency.” (The dates appear in the Bylaws because this language was added during the 2015 Bylaw Amendment which restructured the organization and were necessary to identify the new order of presidential succession between the Northern and Southern regions). Elsewhere in the Bylaws, the offices of President and 1<sup>st</sup> Vice President are also referred to as *elected*.

Therefore, to clarify the election process, the proposed amended Policy adds Section 4.2 “Office of President and 1<sup>st</sup> Vice President Shall Appear on Ballot”. While it is the general practice of this Association that the 2<sup>nd</sup> Vice President automatically ascends to the office of 1<sup>st</sup> Vice President and the 1<sup>st</sup> Vice President automatically ascends to the office of President, placing the names on the ballot for confirmation provides members the opportunity to reaffirm the Presidential succession. Additionally, in the event a President, 1<sup>st</sup> Vice President, or 2<sup>nd</sup> Vice President cannot ascend to the next level due to retirement, job change, or other reason, this provision allows the Association to seek nominations for those offices if the anticipated vacancy occurs during the nominating process as opposed to filling the vacancy by appointment. This provision does not change the mid-term appointment process for unanticipated vacancies.

In summary, the proposed Policy amendment 1) modifies the nomination form to remove language requiring a wet, original signature; 2) provides for the potential use of electronic or online ballots; and 3) clarifies that the offices of President and 1<sup>st</sup> Vice President appear on the ballot annually for Member consideration.

#### **FISCAL IMPACT:**

Recommended Action No. 1 – There is potential positive fiscal impact with the recommended action. The cost of conducting an all-mail ballot is approximately \$3,300 annually, using the contract services of Martin and Chapman, Inc. The cost of utilizing an online or electronic ballot is minimal, depending on the delivery method selected by the Nominating Committee.

Recommended Action No. 2 – There is no fiscal impact associated with the recommended action.

#### **ATTACHMENTS:**

1. Board Policy 108
2. Nomination Form



# EXECUTIVE BOARD POLICIES

<b>Title</b>	<b>ELECTIONS AND NOMINATIONS</b>	
<b>Number</b>	<b>108</b>	
<b>Dates</b>	<i>Adopted: 4/26/2013</i>	<i>Revised: N/A</i>

## 1. POLICY STATEMENT AND PURPOSE

It is the policy of the City Clerks Association of California (CCAC or Association) to hold elections for officers of the Executive Board so the membership of the Association has a voice in selecting the organizations leadership.

This policy and procedure document (Policy) provides procedures on the conduct of the election and nomination process.

## 2. SCOPE

This policy shall apply to the Association.

## 3. RESPONSIBILITY

The President appoints a Nominating Committee Chair to carry out the duties and specific tasks of the nomination and election process with independence and objectivity.

## 4. PROCESS AND PROCEDURES

### 4.1 Nominating Process

The Nominating Committee shall notify the membership in writing at least 147 days before the League Annual Conference, indicating:

- (a) The offices to be filled in the subsequent election;
- (b) The offices are to be filled from the Northern, Central, and Southern parts of the State, respectively;
- (c) The nomination process;
- (d) The consent and eligibility requirement; and
- (e) The deadline for submitting nominations.

The Nominating Committee shall then provide a slate of eligible nominees for each election. There shall be at least one eligible candidate nominated for each office.

4.2 Office of President and 1<sup>st</sup> Vice President Shall Appear on Ballot

The office of President and 1<sup>st</sup> Vice President shall appear on each annual ballot, allowing members the opportunity to confirm those officers for those positions. While it is the general practice of this Association that the 2<sup>nd</sup> Vice President automatically ascends to the office of 1<sup>st</sup> Vice President and the 1<sup>st</sup> Vice President automatically ascends to the office of President, placing the names on the ballot for confirmation provides members the opportunity to reaffirm the Presidential succession. In the event a President, 1<sup>st</sup> Vice President, or 2<sup>nd</sup> Vice President cannot ascend to the next level due to retirement, job change, or other reason, this provision allows the Association to seek nominations for those offices if the anticipated vacancy occurs during the nominating process as opposed to filling the vacancy by appointment. This provision does not change the mid-term appointment process for unanticipated vacancies.

4.3 Nominees Named by the Nominating Committee

Any member consenting to a nomination from the Nominating Committee must complete an *Acceptance of Nomination and Candidate Statement* form, including signing and dating it. All nominees must be paid Voting Members at the time they file this form.

Also, any nominee who desires to publish a candidate's statement shall provide his/her candidate statement by completing that portion of the *Acceptance of Nomination and Candidate form*. This candidate statement shall not exceed 200 words. Statements shall be typed with uniform type size and spacing. No special type setting shall be permitted, as stated on the *Acceptance of Nomination and Candidate Statement* form.

Candidates can submit their *Acceptance of Nomination and Candidate Statement* form either electronically, by mail or in person. Electronic signatures are acceptable.

The Chair of the Nominating Committee must receive the *Acceptance of Nomination and Candidate Statement* at least 91 days before the League Annual Conference.

Statements submitted after the nomination acceptance deadline will not be printed and distributed to the membership. A nominee may decline to publish a candidate statement by signing the waiver of candidate statement on the *Acceptance of Nomination* form.

If a nominee withdraws after 91 days before the League Annual Conference, but before the printing of the ballot, that nominee's name shall not appear on the ballot.

The Chair of the Nominating Committee shall submit a list of all eligible nominees, to all members of the Executive Board for their information at least 87 days before the League Annual Conference. The list also shall be sent to the Recording Secretary for the permanent files, and it shall be accompanied by written confirmation of all members of the Nominating Committee, and by the written consents of the nominees.

4.4 Write-in Candidates

Any member who is an eligible nominee and does not file an acceptance of nomination at least 91 days before the League Annual Conference and yet desires to run for any office

may run as a write-in candidate. Write-in candidates must declare their candidacy in writing to the Nominating Committee Chair at least 81 days before the League Annual Conference.

Write-in candidates must complete an *Acceptance of Nomination and Candidate Statement* form, including signing and dating it. However, write-in candidates will not be able to use the candidate statement portion of the form for a written candidate statement.

#### 4.5 Candidate Statements at the Candidates' Expense

Any candidate, whether nominated by the Nominating Committee or a write-in candidate, may mail a candidate statement at his/her own expense. However, *The Official Word* shall not publish candidate statements for any candidates.

#### 4.6 List of Eligible Nominees to Run for Office

The Chair of the Nominating Committee shall submit a list of all eligible nominees, to all members of the Executive Board for their information at least 87 days before the League Annual Conference. The list also shall be sent to the Recording Secretary for the permanent files, and it shall be accompanied by written confirmation of all members of the Nominating Committee, and by the written consents of the nominees.

#### 4.7 Cancellation of Election

If, at the close of the write-in period, only one or no candidates are nominated for each available office, the election for Association officers shall be canceled. Measures that have qualified for this election shall not be affected.

The Nominating Committee Chair shall immediately notify the President and Members of the Executive Board of the cancellation of the election of Association officers. The membership shall then be notified of this action as soon as possible.

#### 4.8 Election by Voting Members

The Nominating Committee shall conduct the annual election of officers by mail. All Voting Members whose current dues have been paid by January 1 of the election year will have an opportunity to vote. The Second Vice-President shall submit to the Nominating Committee Chair a listing of those eligible Voting Members.

#### 4.9 Ballots

The Nominating Committee shall prepare the ballot with the names of all qualified nominees for office, subject to the consent and eligibility requirements. The ballot shall provide a space for a "write-in" vote for each office. The Nominating Committee shall also prepare and distribute with each ballot appropriate voting instructions

Ballots may be submitted to the members in one of the following ways:

- a. The Nominating Committee ~~shall~~ **may** mail one ballot to each eligible Voting Member at least 71 days before the League Annual Conference. The ballot will include an envelope. The envelope shall have a place on the outside so each Voting Member shall affix his/her signature and indicate the Member City.

**b.** The Nominating Committee may email to each eligible Voting Member an electronic ballot or link to an online ballot at least 71 days before the League Annual Conference.

The voted ballots shall be returned to the Chair of the Nominating Committee so as to arrive at least 40 days before the League Annual Conference.

When any ballots are returned after the deadline, a member of the Nominating Committee shall indicate on each envelope received the date and time it was received. Late ballots are not opened or counted. Also, votes for persons who do not comply with the provisions of **this Policy** shall not be tallied nor reported.

The Nominating Committee Chair shall designate a counting site for the ballots. Following the deadline for receipt of ballots, the ballots shall be publicly opened and tallied at the counting site. The Nominating Committee Chair and two members of the Nominating Committee shall be present during counting of the ballots. Ballots need not be transported to or counted at the League Annual Conference. All care shall be taken to ensure the secrecy of all ballots cast by the Voting Members.

In the event of a tie vote for any office, the Voting Members present at the League Annual Conference shall, by secret ballot, select the successful nominee for the office.

#### 4.10 Scheduling

In the event the Annual League of California Cities Conference is not scheduled or not scheduled in sufficient time to accommodate an Association election, the Executive Board will designate a substitute Annual Conference date for purposes of implementing the election schedule.

Any deadline associated with nominations, elections and/or installation of officers that falls on a weekend or holiday will be extended to the next business day.

#### 4.11 Reporting

Upon counting of the ballots, the Nominating Committee Chair shall immediately notify all candidates of the results. A full and complete report of the election results shall be made to the members at the Business Meeting session at the League Annual Conference.

At the conclusion of the report and acceptance thereof, the Nominating Committee Chair shall ask authority from the Voting Members present at the League Annual Conference to destroy the ballots.

#### 4.12 Installation

The nominees elected shall be installed during the League Annual Conference.

Although the incoming Treasurer of the Association shall be installed and shall assume office in accordance with these provisions, the incoming Treasurer shall not accept the books of the outgoing Treasurer until the books are properly transferred according to the Executive Board Policies.

## 5. **POLICY HISTORY**



This policy was last reviewed for update in ~~2011~~ 2013.

**6. X-REF**

Bylaws – Article VII – Committees

Bylaws – Article VIII – Nominations

Bylaws – Article IX – Elections and Installation

**Attachment** – Acceptance of Nomination and Candidate Statement Form

DRAFT

**City Clerks Association of California (CCAC)  
Acceptance of Nomination and Candidate Statement**

I, \_\_\_\_\_, a Voting Member of the City Clerks Association of California whose dues are paid in full for the current year and having been nominated for the office of \_\_\_\_\_, do hereby accept said nomination and declare that I will serve in the position if elected.

Signature \_\_\_\_\_ Date \_\_\_\_\_

***Candidate Statement Request***

I hereby request that the following candidate statement be published:

(The candidate statement shall not exceed 200 words, shall be typewritten with uniform type size and spacing. An additional sheet may be attached if necessary.)

Print Name \_\_\_\_\_ Nominated for \_\_\_\_\_

***Candidate Statement Waiver***

I hereby decline the publishing of a candidate statement.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please Note:** ~~This form, dated with original signatures, must be returned to the Nominating Committee Chair no later than \_\_\_\_\_.~~ Candidates can submit their Acceptance of Nomination and Candidate Statement form electronically, by mail, or in person. Electronic signatures are acceptable.

~~Return Dated Form with Original Signatures to:~~  
Nominating Committee Chair  
Address  
Phone  
Email



## Item No. 7d

### MEMORANDUM

TO: CCAC Board of Directors

FROM: April Sousa, Region 1 Director  
Anthony J. Mejia, Region 11 Director

DATE: April 14, 2017

SUBJECT: Approval of the Volunteer Interest Form

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In January 2017, the CCAC Board adopted a revised Policy No. 110 to reassign the responsibilities for encouraging volunteerism from Division Trustees to a subcommittee of Regional Directors. From this subcommittee, one Regional Director would be designated as the Volunteer Coordinator. The Volunteer Coordinator would maintain a list of interested members, track volunteers' assignments, and assist the President in distribution of certificates.

The Volunteer Subcommittee consists of the following Regional Directors:

- April Sousa, Region 1, Chair
- Luisa Zavala, Region 4, Committee Member
- Vicki Kasad, Region 6, Committee Member
- Anthony Mejia, Region 11, Committee Member

In addition, Policy No. 110 requires that the CCAC Board of Directors review the Member Interest Form annually. Attached is the updated Member Interest Form for your consideration.



# CCAC VOLUNTEER INTEREST FORM

The City Clerks Association of California (CCAC) needs willing members to volunteer for various committee assignments and special projects throughout the year. Serving on a committee is a great way to meet other City Clerks and by doing so, as an extra bonus, you will earn one (1) point per committee or volunteer effort towards CMC or MMC certification.

Applications may be submitted at any time throughout the year. The CCAC President will communicate when a new committee is formed or volunteers are needed. A great deal of committee assignments are handled via conference call.

If you are interested in serving, please fill out and submit this form, via email to the CCAC Volunteer Coordinator at: [clerksvolunteer@gmail.com](mailto:clerksvolunteer@gmail.com).

Name/Designation/Title: \_\_\_\_\_

Address: \_\_\_\_\_

Municipality/District: \_\_\_\_\_

Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX: \_\_\_\_\_

CCAC Region No.: \_\_\_\_\_

**I am interested in:** (Indicate your preference priority)

Serving on a **Standing Committee**

Assisting with a Special Project(s)

Serving on a **Regional Committee**

Assisting with Fundraising

Serving on the **Mentoring Committee**  
(Must be a CMC/MMC)

Assisting with Annual Conference

Serving on the **Athenian Dialogue Committee**

Hosting a Regional Workshop

I would like more information about serving on the State Board.

Hosting an Athenian Dialogue

Other: \_\_\_\_\_

\_\_\_\_\_

## **STANDING COMMITTEES**

### **Legislative Committee**

It shall be the duty of the Legislative Committee to simulate interest and activity in legislation affecting municipal government; to study proposed legislation and report thereon to members of this Association; to recommend legislation to be sponsored by the Association; and to report to the members concerning such Association sponsored legislation.

### **Education Committee**

It shall be the duty of the Education Committee to keep the members informed and report on all matters pertaining to continuing educational and professional objectives of City Clerks. This committee shall investigate and report on course and seminars which may be of benefit to members in furthering their professional status.

### **Nominating Committee**

It shall be the duty of the Nominating Committee to solicit nominations for CCAC Board positions, coordinate election activities, and to canvass the election results.

## **OTHER COMMITTEES**

### **Audit Committee**

The President shall appoint three voting members to be the Audit Committee, and shall designate one of the three members to be the Chair. The Treasurer shall be ineligible to serve on the Audit Committee.

### **Bylaws Committee**

The purpose of the Bylaws Committee shall ensure that the handbook is kept up-to-date with the most current information, guidelines and resources available. The handbook shall be reviewed every even-numbered year.

### **Fundraising Committee**

The purpose of the Fundraising Committee is to raise money for educational scholarships toward tuition for the professional development courses needed for IIMC certification and the cost associated with attendance at Association sessions and annual conferences, and for other purposes as determined by the CCAC Board of Directors.

### **Athenian Dialogue Committee**

The purpose of the Athenian Dialogue Committee is to produce a framework schedule for the frequency and location of Dialogue offerings, striving to ensure Dialogues do not conflict with other educational offerings, including other Dialogues.

### **Mentoring Committee**

Members of the Mentoring Committee serve as mentors to help City Clerks and/or other professionals in California who desire to achieve the designation of Certified Municipal Clerk. Members of the Mentoring Committee must be designated as a CMC or MMC.

### **Regional Committee**

Assist the Regional Director in coordinating regional workshops and networking events as well as coordinating with regional fundraising efforts for CCAC.