



**Executive Board Meeting Minutes
August 20, 2012
CCCConfer**

x	Henry Villareal <i>President</i>	x	Jasmine Ruys <i>President Elect</i>	x	Clinton Slaughter <i>Vice-President</i>	x	Allison Curtis <i>Secretary</i>	x	Arleen Elseroad <i>Treasurer</i>	x	Ross Miyashiro <i>Past President</i>
x	Barbara Fountain <i>Region 1&2</i>	x	Massina Hunicutt <i>Region 3&4</i>		Kristin Pimentel <i>Region 5&6</i>	x	Linda Miskovic <i>Region 7&8</i>	x	Victor DeVore <i>Region 9&10</i>		

TIME	ITEM	TASKS	BY WHOM
3:00 p.m.	Meeting called to order.		Henry
	2013 Conference	<p>Three bids to consider:</p> <ol style="list-style-type: none"> 1) Renaissance, Palm Springs (room rate too high) 2) Westin, Long Beach <ol style="list-style-type: none"> a. Room rate \$109 b. Unable to accommodate us for the pre-conference training on Sunday 3) Morongo Resort <ol style="list-style-type: none"> a. Room rate \$99 b. Meal plan comparable to Westin c. Free shuttle to Ontario airport, outlets, golf course d. Does not smell like smoke e. Free parking f. Bowling alley for event g. Free wireless for conference and in rooms h. Limo for VIP transportation to and from airport i. Access to many venues for events j. 25 vendors, more can be accommodated in an outside location if needed k. AV expenses pending <p>Unanimous approval to host 2013 conference at Morongo Resort.</p> <p>Will explore possibility of hosting 2015 conference there as well.</p>	Jasmine

		<p>September 1, 2012: Call for proposals to go out.</p> <p>Conference to be posted to website in early September with encouragement to register early.</p> <p>Dates: April 28 – May 1, 2013</p> <p>Ross invited Board of Governors member, Manuel Baca to address CACCRAO.</p>	
	2014 Conference Location	Clinton to begin scouting Sacramento locations for the 2014 conference. Ideally, we will review options at our September board meeting.	Henry
	A & R Training Manual	<p>Manual has been forwarded to Chuen and Sonia in the Chancellor's Office.</p> <p>Victor will format.</p> <p>Special thanks to Barbara and Kristin for their excellent editing!</p> <p>Jasmine will follow up with CO for training participants, format, etc.</p>	Jasmine
	Fall Drive-in Workshops	<p>Clinton has a possible speaker regarding the ccctransfer.org and will draft an agenda and possible dates for Spring.</p> <p>Fall workshops will be FERPA.</p> <p>Spring workshops will be Evaluation.</p>	Henry
	Membership Update	<p>30 member colleges to date</p> <p>Linda has run a successful campaign in her regions by face to face requests and email follow-ups. Message: Get it in early and get to attend workshops for free.</p>	Allison
	Budget Issues Update	<p>IRS penalties for 2009 taxes received late - \$3100</p> <p>Arleen to prepare and send letter within the week responding to the violations and requesting a waiver of the penalties.</p> <p>Recommended to change bylaws to include Specific review and submission dates for tax returns (September/October board meeting).</p>	Arleen
	Next Meeting	<p>September 16, 17 Holiday Inn, Sacramento</p> <p>September 18 A & R New Director's Training, Sacramento</p>	Henry
4:10 p.m.	Adjourn		Henry

