**California State Chapter of NEW: PATHS**

**BOARD MEETING**

**Crowne Plaza 450 E. Harbor Blvd Ventura, CA**

July 19, 2019

**MINUTES**

**Quarterly Board Meeting - Ventura, CA**

**Opening:**

Meeting called to order at 1:22 p.m., meeting placed on break by Board State President Michael to allow time for rest of board members to arrive.

-Meeting reconvened at 1:41 PM

Roll call taken by Secretary Teneisha:

Board Members present: Michael Callegri (President), Tomeka Runner (Vice President), Gwen Gregg (Treasurer), Teneisha Runner (Secretary), Sophia Hicks, Shahid Mohammed (Mo), Philip Fincher, Andres Rosario (Endy), Silvia Acevedo, and Ana Carlson.

Excused Board Members: Amy Lee

Unexcused Board Members: Elena Yakovleva

President Callegri welcomed those in attendance and ice breaker given by each individual as to updates in personal/professional lives that they would like to share.

**Minutes:**

Minutes from April 2019 board meeting were printed out and passed around for each board member to review. Minutes made during review while in session, Gwen Gregg will make appropriate corrections made during meeting.

Motion made to accept the minutes with the necessary corrections by Gwen Gregg, seconded by Silvia Acevedo

Motion carried by all in attendance.

**Audit Committee Review:**

Review of last year’s treasurer’s book will occur outside of the board meeting. Endy, Mo, and Silvia will meet and report the audit review at our next meeting 07/20/19.

**Treasurer’s Report:**

As of 06/30/2019:

* Checking Acct: $39,043.02
* Savings Acct: $12,300.68

Total: $51,343.70

*Pending withdrawals:*

* Deposit for 2020 Sonoma Conference $20,000 (withdrawn in increments)
* National 2019 Conference: Approx. $2,700.00

*Operating Budget Update:*

* Fundraising has spent $478 of $1000
* Newsletter/Website has spent $472.60 of $1700
* General Fund has spent $534.34 of $20,109.

-Break until 2:58PM-

*Card Reader:*

Gwen completed research for Square card reader: Small reader: $10 and Large reader (chip reader): $50.00; both readers plug into the headphone jack. The difference between to the two is the smaller you swipe the card and the larger you insert the card.

Fee $1.00 charge per swipe that would be charged to buyer.

All in attendance agreed to purchase large card reader that also comes with a smaller one that will be used for Fundraising and Registration.

**Hotel Tour:**

Hotel tour completed of Crowne Plaza Ventura for potential site for 2021 conference

**Website:** Formatting of the website for cell phones; Patty (web designer) has now formatted the website to be viewed correctly on all cell phones. Cost to redesign was about $150. All board members will have a head shot taken and uploaded on the website.

Information forwarded to Michael from National board will be determined to either be used on the website or posted on the FB page.

**National Conference:** Board members attending the National conference will receive $100 travel credit. Some of the New PATHS state board’s AV and Speakers will be loaned for the new National conference 2019 in Las Vegas. In return NEW National will give 2 National NEW registrations for the board for 2019. 2 more projectors will be purchased and used at the National Conference. Phil will be singing the National Anthem.

While at the Conference all Board members will rotate with manning the fundraising table for equal opportunities to attend classes.

**AV Equipment**: Endy and Michael will get together offline to catalog all of the State Board AV equipment.

**2021 Conference Site Discussion:**

Potential Sites: (see attachment for costs & breakdown)

Queen Mary:

Hyatt Regency Valencia

Ventura Crown Plaza

Double Tree Ontario

Hilton Palm Springs:

*Hotels in review:* Ventura Crown Plaza, Hilton Palm Springs and Hyatt Regency Valencia

Quotes.

Motion made by Gwen to review Hilton Palm Springs, and Hyatt Regency Valencia, if the base rates are not less than $135, then Board will go with Ventura Crown Plaza.

Yes- 3

No- 5

Abstien-1

Motion did not pass or carry.

Motion made by Tomeka to accept the Ventura Crown Plaza proposal for the 2021 conference (01/19/21-01/23/19), seconded by Gwen.

Yes-8

No- 0

Abstien-1

Motion carried by majority in attendance.

**October 2019 Board Meeting:**

Potential sites for 2019 Board meeting consist of Embassy Suite Santa Clara Silicon Valley, The Biltmore and Rohnert Park Double Tree. Discussion will be tabled until 07/20/19 when more clarification has been received.

**Group/Individual Photos:** Tabled until 07/20/2019

Meeting Adjourned at 5:25PM

**California State Chapter of NEW: PATHS**

**BOARD MEETING**

**Crowne Plaza 450 E. Harbor Blvd Ventura, CA**

July 20, 2019

**MINUTES**

**Quarterly Board Meeting - Ventura, CA**

**Opening:**

Meeting called to order at 8:29 a.m., by Board State President Michael.

Roll call taken by Secretary Teneisha:

Board Members present: Michael Callegri (President), Tomeka Runner (Vice President), Gwen Gregg (Treasurer), Teneisha Runner (Secretary), Sophia Hicks, Shahid Mohammed (Mo), Philip Fincher, Andres Rosario (Endy), Silvia Acevedo, and Ana Carlson.

Excused Board Members: Amy Lee

Unexcused Board Members: Elena Yakovleva

President Callegri welcomed those in attendance.

**Photos**: Board photos taken

**Updates:** Treasurer’s audit completed by Mo, Endy, and Sylvia; only discrepancy was for the Hertz rental car; Receipt shows $228.06 but bank withdrawal was for $403.91. Gwen (treasurer) (discrepancy of $175.85). Gwen will review the receipt and contact the bank.

**October Board Meeting 2019:** Potential sites for 2019 Board meeting consist of Embassy Suites Santa Clara Silicon Valley, The Biltmore and Rohnert Park Double Tree. Deadline of 08/09/19 will be given to obtain contracts from Santa Clara Silicon Valley and Rohnert Park for board meeting dated 10/18/19-10/20/19. Conference call will be held at 6 p.m. on 08/13/19; Michael will send out conference call information and reminder.

**Sponsors/Vendors:** No sponsor letters or information have been sent out yet for the 2020 Conference. Michael (president) had sent out a previous example of a sponsor letter to the board. As of right now, the board has no confirmed sponsors or vendors. Michael has resent out the different types of sponsor/vendor letters. If requesting items, we are requesting at least 250 items.

Reach out will occur to tribes, local wineries/treats, and worker’s insurance information.

1 item for auction

1 item for conference bags

4 items for on-time prizes

**Contacts for possible 2019 Workshops:** Michael will contact Jenny Jones (financial guru) to be a potential presenter. Sophia has obtained information for Adrienne S Lawson who is willing to present on Awareness of Implicit Bias in the Workplace, Fredericka McGee with American Beverage Association- Sacramento, Sydney Kamlager- Dove- Assembly Member for the 54th District, Alanah T Grant- works in the office for the 9th District for Rex Richardson (policy and Special Projects Coordinator)- Long Beach, and Jamal Miller- Previous Deputy Director for Public Health, but now works for Blue Cross/Blue Shield (Social innovator, health equity expert, thought leader, policy influencer, and people leader)- Sacramento.

All proposals for workshops, need to be forwarded to the Program committee for review.

**Conference Assignments & Location Discussion:**

*Conference Committees:*

* Site: Teneisha (Chair), Silvia and Ana (Shadow)
* Program: Gwen (Chair), Tomeka and Sophia (shadow)
* First Timers & Moderators: Endy (Chair), Mo, Amy
* Registration: Ana (Chair), Phil, Elena, Silvia (Advisor)
* Conference Bags: All board
* On time Prizes: All board
* Overall evaluations: Ana
* Sponsors: Ana
* Vendors: Phil (Chair), Sophia, All
* Networking Game: Elena (chair), Mo
* Equipment/Audio Visual: Endy, Mike, Mo
* Photography: Mo and Ana
* SEP Funds: Mike (president)
* Signage: Tomeka, Gwen
* President’s Reception: Ana (Chair), Teneisha, Endy, Sophia, Amy, Phil
* Thursday Night Event: Gwen (Chair), Silvia, Elena, Mo, Tomeka

*Standing Committees:* All reports submitted and can be found online (website)

* Publicity: Mo (Chair) and Elena
* Website: Mo (Chair), Gwen, Teneisha,
* Finance: Tomeka (Chair) Gwen and Phil
* Fundraising: Elena (chair) Endy and Phil
* Membership: Endy (Chair), Teneisha, Silvia, Sophia
* Legislative: Ana (chair) and Amy
* Professional Development: Sophia (Chair) and Tomeka
* By-Laws: Ana (Chair), Silvia, and Amy

Board Birthday Lunch: Because the board is celebrating so many birthdays during this board meeting, Teneisha moved that the State board cover birthday lunches for today; motion seconded by Mo. Birthday’s Celebration: Sylvia, Tomeka, Michael, Mo, Ana, Sophia.

Motion Passed with one abstention

**CWDA Conference Discussion:** Michael had reached out to CWDA about NEW: PATHS (State) presenting at the 2020 conference, however, was informed that the schedule was full. Informed, that NEW: PATHS Save the Date Flyer could be added to the conference bags as long as we print out enough copies and send them to CWDA committee.

*Discussion:* Opportunity was allowed for the State Board members to submit a statement stating why he/she would like to attend the conference on behalf of NEW: PATHS; only 2 people submitted requests for this.

Board has decided to not have anyone go to the 2020 CWDA conference, however suggestion made to go once a quarter to CWDA board meetings to discuss NEW: PATHS to keep information fresh in their minds.

Action Item: Michael will e-mail Kathy Sunderling for this information above.

Save the Date Flyer printed & mailed off: Ana will oversee this

**2021 Conference Theme:** Refresh, Reconnect, and Discover with NEW PATHS (see attached for options given)

Standing Committee Members:

**2020 Program Update:** UC Davis has been contacted and Dan will be covered for 1 day. Dan has been contacted and has been informed that we would like for him to facilitate our round table. Dan is also being looked into for a Keynote opening speaking, but Sonoma’s director will be asked if that is what she agreed to; if not, Dan will be used.

LA County will start going live with CalSAWS

Speakers/Vendors: Discussed that committee members will reach out to and discussed how the meeting will start Tuesday for our opening along with our business meeting.

Wednesday will be our day with dignitaries and round table.

PowerPoint presentation will be made with photos taken from this board meeting to help announce the 2021 Next Conference location.

**2020 Board Meeting Sites & Assignments:**  For April (Southern), July (Northern) and October (Southern)

Palm Springs- April 17-19/July 24-26 2020 (Gwen)

San Francisco/Sacramento- April/July (Mo)

Santa Clara- April/July (Ana)

Proposals are due by October 2019 board meeting (10/18/19-10/20/19).

**2022 Conference site discussion & Assignments:** Currently being investigated; tabled

**Pre-Conference Budget:**

* Conference Bags (250)- $1500 (selected by Site)
* Thursday Night Event- $3000
* President’s Reception- $2000
* Ribbons- $500 (already previously purchased)

**Conference Committee Reports:**

* Site: Sylvia and Teneisha have been in contact with the hotel and will be working on the October board meeting proposal to clarifying information for the conference.
* Fundraising: Each board member will need to bring 1 silent auction item, 2 gift cards ($10), 3 on-time items (valued of at least $5).

**Standing Committee Reports:**

* All reports submitted and can be found online (website)
* Reports given
  + Membership
  + Fundraising
  + Publicity

Adjourned at 5:04PM

**California State Chapter of NEW: PATHS**

**BOARD MEETING**

**Crowne Plaza 450 E. Harbor Blvd Ventura, CA**

July 21, 2019

**MINUTES**

**Quarterly Board Meeting - Ventura, CA**

**Opening:**

Meeting called to order at 8:22 a.m., by Board State President Michael.

Roll call taken by Secretary Teneisha:

Board Members Present: Michael Callegri (President), Tomeka Runner (Vice President), Gwen Gregg (Treasurer), Teneisha Runner (Secretary), Sophia Hicks, Shahid Mohammed (Mo), Philip Fincher, Andres Rosario (Endy), Silvia Acevedo, and Ana Carlson.

Excused Board Members: Amy Lee

Unexcused Board Members: Elena Yakovleva

President Callegri welcomed those in attendance.

**Standing Committee Reports Continued:**

* Reports Given:
  + By-Laws
  + Legislature
  + Policy & Procedures
  + Finance
  + Professional Development
  + Website

**Open Floor:**

-*Additional Central Meeting Location:* Possibly meet in the bay area to discuss information if necessary.

-*Day at the Capital:* Day at the Capital with NEW PATHS (may be done on a different day outside of regularly scheduled board meeting. Sophia will obtain more information and dates to discuss at the October 2019 board meeting.

-*Draft Agenda*: Request made to have a draft agenda available to board to submit to hotel. Michael let us know that the agendas are recycled for each year and information just rearranged if necessary.

-*Scholarships*: Discussion about giving a thank you to loyal California Chapters, and giving an incentive to creating a new chapter and complete the process. More to be discussed at our October board meeting.

**Assignments:**

Michael- Obtain CWDA meeting dates and time for us to appear on agenda

Gwen/Michael/Silvia-Teneisha: Obtain proposal for Oct 2019 board Meeting: Graton Casino Hotel- Gwen and Sonoma Hotel- Sylvia/Teneisha Santa Clara Embassy Suites- Michael. Due date 08/09/19; conference call 08/13/19.

Michael or Gwen will order two projectors for the State board for use

Michael/Endy: Cataloging of equipment needs to be completed prior to any equipment being taken to National Conference (August 2019).

Mo: Send out news blast by August 16th

Ana: Print & send out Save the Date Flyers for CWDA conference bags (Michael will send email to Ana and Teneisha for due date of when flyers need to be mailed out).

Gwen: For the National conference hotel, will obtain clarification if all rooms can be placed on a mater account, or if they will be charged separately.

Gwen: Send Mo the First Timers Moderators power point and & information for review before October board meeting.

**Round Table:**

Thank you and congratulations to our board for moving along and evolving with new ideas to help local and new chapters of California.

**Next Meeting:** 10/18/19-10/20/19

**Location**: TBA

Adjourned at 10:30a.m