**CA State Board Meeting Minutes**

**October 20, 2017 – October 22, 2017**

**Friday, October 20, 2017 1:00pm – 5:00pm**

Great Wolf Lodge

12681 Harbor Blvd

Garden Grove, CA 92840

Meeting Called to order @1.07pm by Michael Callegri, President

Recess for 30 minutes waiting on members.

Meeting Reconvened at 2:05pm

Roll Call of Members

Present: Michael, Gwen, Araceli, Silvia, April, Anna, Andres, Phillip

Unexcused: Debbie

Excused: Teneisha, Tomeka, Connie, Joy, Amy, Sandi, Lisa

Reviewed Voting policy to determine how many board members are necessary to vote on action items.

1. Article 5 – Section 1, Line D - A simple membership of the Board of Directors shall constitute a quorum for the transactions of Business.
2. Article 3 – Section 6, Line G – 2/3 of an Executive Committee Meeting shall constitute a quorum

Reviewed July Minutes:

* After review of the July minutes, the minutes need to be reviewed prior to their approval. April was assigned to compare the last 2 meeting minutes for proper execution of July meeting

Treasurers Report:

* No questions: Accepted as written

National Conference Report:

* Michael gave update on how National went.
* Vendor table at conference was a success earning approx. $250
* We pulled one presenter from National Conference for consideration of the State Conference
* Michael went to the National Board Meeting the day prior. They asked how we were doing
* National is forming an organization that would just focus on fundraising. This will help pay for speakers. More to come.

Michael had inquire about a vendor table at CWDA

* Due to excessive costs they agreed to put our “SAVE THE DATE” flyers in conference bags. Michaels County printed flyers at no charge.
* Michael and 2 other San Joaquin board members met with the County Director, Mr. Miller. He is supporting the conference efforts in his county. He asked to be kept informed on what his county could do to assist us.
* Gwen was assigned to email Mr. Miller regarding printing of the overall program and use of AV equipment from his county. Mr. Miller also offered an employee from their IT support division to assist with the use and handling of all AV equipment.

Phone call received by Teneisha Runner was conducted in order to have a quorum to accept resignation of absent board member Debbie Spears since April 2017. Per P&P Article 5 – section 1, Line E – States board member who miss two consecutive board meetings will be considered to have resigned from office and will be so notified. (Michael email drafted and sent to board member)

Motion 1: Motion made by Araceli to accept resignation of Debbie Spears per P&P

Seconded by Gwen. No discuss, Accepted by all in attendance

Break called at 3:10pm

Motion 2: Araceli made a motion to replace Debbie Spears on the executive board with Andy Rosario as he was one of the prior nominees.

Seconded by Silvia, No discussion. Accepted by all in attendance.

Reviewed and discussed 2019 Conference Proposals received Experient (Christopher)

* There were 8 proposals received the board agreed to follow through with negotiations for the Radisson Hotel in Fresno California.

Motion 3: April motioned to have the October 2018 board meeting and the 2019 Annual Conference at the Radisson Hotel in Fresno based on negotiation of the meeting rooms and F&B of no more than 7,500 or standard compensation, seconded by Andy. Accepted by all in attendance. Gwen will request this information be provided to us by the end of November.

April 2018 board meeting proposal by April was for 3 different sites in Victorville California. After discussion the President has decided to meet at the Hawthorn Suites in Victorville.

Board requested that July Board Meeting and the 2020 Annual Conference by in the Central Valley. We will request that Christopher from Experient will look at locations in Fairfield, Modesto, Livermore/Dublin area.

Discussed the 2018 Program – No concerns of issues at this time, however board members were asked to reach out to individuals who would be interested in presenting program material in form of a workshop.

Andy will reach out to the Alameda Tack Team to provide some program workshops next week.

Michael will reach out to the Red Cross in Stockton to do a blood drive or vendor table at the annual conference

Annie, Araceli and Silvia will try to reach out to a FEMA vendor for the 2018 annual conference

Michael send information to Snap Ed. Have not heard back and will follow up.

Meeting adjourned 5:53pm, meeting recess till 8:30am

**Saturday, October 21, 2017 8:30am-5:00pm**

Meeting Called to order @8:47am by Michael Callegri, President

Roll Call of Members

Present: Michael, Gwen, Araceli, Silvia, April, Anna, Andres, Phillip, Lisa

Excused: Teneisha, Tomeka, Connie, Joy, Amy, Sandi, Lisa

Reviewed Conference Committee’s Responsibilities

Endy received a text from Jackie Del a Cruz, UCD. She is interested in presenting a workshop at the 2018 Conference.

The sleeping rooms at the Conference for board members will only be paid for Tuesday 2/20 through Thursday 2/22.

**Discuss Conference Committees**

**Website** – Look for someone that may not want to be on the board but would help with our website. Members will look and get back to us. April will reach out to Sadig Algazzali from Alameda to see if he would be willing to work on the website for the California Chapter. April volunteered to take over Conference

Eligibility Expert Game – Lisa was delegated the Eligibility Expert Game Chair. April offered to guide Lisa with any question and how this is presented.

The following members will provide 5 questions and answers with documentation to Lisa Simms by November 6th.

* Foster Care - Gwen
* IHSS - April
* CalFresh - Annie
* Fraud – Endy
* CalWORKS – Michael
* Medi-Cal – Phil

**Networking Game**

* Members gave Silvia some ideas for the networking game and prizes that can be given.
* Will develop the networking game
* Tangible documentation for prize

**Site**

* Michael will call a meeting with Tomeka and Amy to ensure that their responsibilities are being met
* Tasting of food coming up next week
* Need to request Board Sleeping Rooms with hotel
* Get with Gwen and April to assign workshop rooms

**First Time/Moderators**

* Michael will get with Sandi to ensure she knows what the expectation is for packets.
* Giving a deadline to get it finished
* Sandi will need to coordinate with Program to obtain some of that information
* Provide article to Website for Moderator

**Registration**

* Araceli will send the registration form to Tenesiha, Amy and April to put on the Website
* Will create Certificate for attendees
* Type Name tags

**Conference Bags**

* Michael chapter trying to get items for the Conference Bags
* Assign people to check out Sees and Garadilli
* Map of Hotel
* Ethics Brochure
* What’s in it flyers - for me Michael will send it to website and print them for the bags
* Everyone – Reach out to county to solicit items

**On-Time Prizes**

* Determine how you are going to work the on-time prizes and communicate with board
* Board is to bring 5 on time prizes no less than $10 item

**Evaluations**

* Annie made a conference evaluation, she will print them in color and place them in the conference bag.

**Sponsors**

* April sent out letters and have heard back from a few vendors but are unable to provide items at this time.
* Michael sent out letters and heard back from one sponsor, Michael responded and is waiting to hear back.
* Peirano Estates Vineyard will donate a case of wine.
* Sent letter to Health Net, no response
* Gwen will reach out to CDSS, Ginah sent Gwen and Michael an email stating they wanted to play a bigger part of our conference this year.

**Vendors**

* Andy Brahms will be attending
* April reaching out to Lu La Rue
* Michaels Chapter will invite some of the vendors that his chapter does business
* Keep April apprize of those that are attending
* Fees
  + $10 for local chapters
  + $25 for members
  + $50 outside vendors
  + All fees are negotiable based on donations

**Equipment**

* Michael needs to get additional information to his county director to support
* At our last meeting Tenesiha and Amy were to get prices of screens. The board had approve $400 to purchase Screens and extension cords. Michael will follow up

Motion 4: April motioned to purchase a large banner for opening ceremonies not to exceed $100, Endy seconded

Discussion – Michael has a vendor Banners.com. He purchase banner for his local chapter

Accepted by all in attendance

**Photographer**

* Lisa will check with her Fiancé to see if he will take pictures at conference

**Signage**

* Lisa will reach out to the hotel to see what they have.
* For workshops
* Welcome sign
* Registration table
* Direction signs
* Michael will send information on a printing company who we can work with

**President Reception (Meet & Greet)**

* Gwen recommended start at 5:00 to 6:30, which includes Eligibility Exit Game
* Theme – Nature (Greens and Bushes)
* Open up to everyone

**Thursday Night Event: Sponsored by San Joaquin**

* Ideas from San Joaquin is to charge a small amount
* Checking into some local (restaurants) and come back to the hotel for an extended event

**Standing Committees**

**Website Committee**

* **Articles Needed:**
* Moderators - Sandi
* Eligibility Expert Game – Lisa
* Thursday Night – Amy

When you share the SAVE THE DATE flyer on Facebook, it puts the logo. Needs to share the SAVE THE DATE flyer.

Needs to minimize the banner on subpages of the website

**Fundraiser Committee**

Requesting an additional $200 for additional fundraising items.

Motion 5: Gwen motion to transfer $100 from the Legislative committee and $150 from the

By-laws committee to the Fundraising Committee, seconded by Araceli

Accepted by all in attendance

* Committee will not be doing a board basket this year
* They will do a 50/50 Raffle
* The website has a button for a store – April reminded the board that you would have to purchase in quantity and wouldn’t be cost effective. Discussion concluded that we remove the store button.
* Lisa brought up the fact that we could do fundraiser board fundraiser by selling Candles in January and have them delivered so that we could pick them up at the Conference. The board really liked the idea

**By-Laws Committee**– No discussion

Motion 6: Araceli moved to authorize a $50 donation to National Conference, seconded by April

Accepted by all in attendance

**Membership Committee**

* Alameda is going to bring a new employee to the local chapter meeting to raise their membership
* Lisa will see about going to the new classes to give information regarding becoming a board member
* Can also be put on the agenda for any all staff or office staff meetings

**Legislative Committee**

* Add [www.capitalmusuem.ca.gov](http://www.capitalmusuem.ca.gov) and [www.cwda.org](http://www.cwda.org) site to website
* Following the removal of Social Security number from Social Security Cards
* Need to update [www.dss.cahwnet.org](http://www.dss.cahwnet.org) does not work

**Publicity Committee**

Display Boards

* Need to be updated and ready for conference – Teneisha has the new board
* Work with a local radio company to advertise our event – Michael said he was thinking about doing this. Lisa will talk to the committee and see if they want to ask someone to do this

**Professional Development Committee**

* April suggested that we look at having a training at our April board meeting for some type of training for us.
* There was a list of trainings that were developed by board members and available to us to use when needed. Committee will work on this
* The entire board thinks it would be a good idea to learn how to present the First Timers, Moderators and How to form a Chapter trainings. Having materials is not sufficient. Need to be able to present an effective training

The board had a discussion on being committee to the board

* Be Committed
* Being on time at the start of the board meetings
* Staying for entire meeting
* Be prepared to step in and Training
* Be aware of the way we dress
* Be ready to take on any job that the board has not just your own

**Finance Committee**

* Araceli will be the new chair for finance

**Tribute to Ginah**

* A Collection Box – Fundraiser, money donated to Marley’s Mutts
* Moment of Silence – Michael
* Someone to Speak – Dan Witheral
* Memory Video – include her sister signing Ginah favorite song - Joy
* Display Board - Teneishia has her Board Shirt

**Nomination Committee was selected by the board**

* Connie Villalobos – Chair – Will reach out to current board members to see if they are re-running
* Gwen Gregg
* Phil Fincher

**Brain Storm Theme for the 2019 Conference**

1. Take a ride to NEW: PATHs in Fresno
2. Giddy on up to Fresno
3. Round up your knowledge to Fresno
4. A World of Opportunities in Fresno
5. Historical Journey with NEW: Paths in Fresno
6. Come on a historical Journey with NEW: PATHs
7. Break out of your shell with NEW: PATHS
8. Enjoy the historical experience over the last 30 years with NEW: PATHS
9. Enjoy the Lustrous experience over the last 30 years with NEW: PATHS
10. Success, fame and Good Fortune
11. Come on a historical Journey with NEW: PATHS
12. Come on a historical new beginning with NEW: PATHS
13. Great Expectations with NEW: PATHs
14. Enhance your prosperity with NEW: PATHs
15. Build Great historical expectations with NEW: PATHS
16. Enjoy the Lustrous historical Experience with NEW: PATHS
17. Historical Journey with NEW: PATHS

**Top 3**

1. Come on a historical Journey with NEW: PATHS
2. Brake out of your shell with NEW: PATHS
3. Great Expectations with NEW: PATHS

**2019 Conference Theme**

* Come on a Historical Journey with NEW: PATHS
  + Pearls – 30 anniversary
  + Lace – Vintage
  + Car – Great Gatsby
  + Arch of Fresno

**Saturday, October 21, 2017 8:30am-5:00pm**

Meeting Called to order @8:44am by Michael Callegri, President

Roll Call of Members

Present: Michael, Gwen, Araceli, Silvia, April, Anna, Andres, Phillip, Lisa

Excused: Teneisha, Tomeka, Connie, Joy, Amy, Sandi, Lisa,

Send annual committee reports Michael Pres, Tomeka VP and Teneisha Secretary

April reminded members to bring gentle used or new items for the Silent Auction

Michael will let everyone know about a conference call around the end of November

* Updates on conference items

Annie mom is still not doing well, please keep her in your thoughts. She still plans on being at conference.

Went over action items (attached)

* Michael has completed 2 action items
* Sent Sydney a request to contact him regarding SEP Funds
* Lisa found a photographer for the conference

Gwen and April would like to get something on the website with a list of workshop

Motion 7: Gwen moved to purchase a colored printer, fax, scanner for the state board no more than $150 out of general board, Araceli second

Executive Board all were in favor.

Michael talked about committee and the need for us to be here. If you were not here be sure to reach out to your committee members and get an update on what needs to be done. There is much more to do then listed on the action items. Things will done get done without all of us.

Round Robin – Closing Statements

Meeting adjourned at 10:10am

April 20th – April 23rd

Next Board Meeting

Hawthorne Hotel

Victorville

(April will send out more information)