

ACSA Region 16
Executive Cabinet Meeting
August 13, 2016

President Jack Bagwell brought the meeting to order at 1:00 p.m.

VP of Programming Report: Michael Payne, presented the calendar.

Changes:

- August 24 instead of August 25, 2016
- September 22, 2016 Executive Cabinet and Representative Assembly
- October 19-20 instead of 12-13
- Leadership Assembly instead of State ACSA Delegate Assembly
- October 27 will be Fall Membership Social
- ACSA Leadership Summit will be in San Diego
- January 19, 2016 TBD
- January 26 is Leadership Assembly instead of February 15-16
- February 16 instead of February 23, 2016 Location TBD
- March 9 will be Spring Social
- April 20 location will be TBD
- May 10, 11, 12 instead of May 3-4 Leadership Assembly
- Executive Board changed to May 18

Barbara Friedrich made a motion to approve the amended calendar. Angel Barrett second the motion. All approved.

Secretary's Report: Frances Baez presented the Minutes. Bob Kladifko made a Motion to accept the Minutes with corrections. Mimi Vallone second the Motion. All in favor.

Treasurer's Report-Jack Bagwell presented the report on behalf of Leonard Choi. We reviewed the Reimbursement Form which will be uploaded to the web site. It should be submitted with an original receipt. The Year to Year Comparison was reviewed. We have lowered expenses except meals and supplies.

At the next Executive Board Meeting, Leonard Choi will provide additional details about the 1933.01 office supplies cost from the 2015-2016 school year. The cost was high in valet parking from the Awards Banquet.

The June-July Report: Balance of \$34,511.22 with Money Market Account-\$59,319.00.

We need the full year financial report for the August 24 meeting.

Michael Payne made a motion to accept the Treasurer's Report with the changes Andres Favela second the motion. All in favor.

Executive Director's Report and Membership Committee Report: Moohay Choe gave the report. There are 951 members of which 772 are voting members. There are 29 students and 28 associate students. 58 retired and 44 lifetime members. This does not include the June 30 Retirees. We want to encourage Coordinators and colleagues to become a member. We gained an additional vote for Delegate Assembly. 650-849=5 votes. We are 70 members away from another vote.

President's Report-Jack Bagwell gave his report.

- We reviewed the Executive Director contract. In the future the contract will be approved in the May meeting. Add in the contract to provide the member applications to Secretary to enter on Constant Contacts. The contract will be brought August 24 and in the Bylaws the Executive Director will be added to help plan the Banquet. Barbara made a motion to offer Moohay Choe the Executive Director position with ACSA Region 16. Bob Kladifko second the motion. All approved.
- Review of Bylaws Item 4.04 Officer Duties and Elections-term of office has to be aligned to the State so now it's a year term not 2 years. Immediate Past President term ends in 1 year. Angel Barrett has the old Bylaws and revisions. Rob Kladifko made motion and Angel Barret second the motion to change Bylaws to reflect 1 year term for President, President-elect and Immediate Past President.
- There will be a Bylaw update on August 24 that Angel Barrett, Mimi Vallone and Debbie Hirsch will present.
- President-Elect will be selected at the 8.24.16 meeting.
- Debra Hirsch made a motion to put in writing in the Policies and Procedures that members of the executive board cannot be in Representative Council. Mimi Vallone second the motion. Barbara Friedrich tabled the motion and Michael Payne second until we revisit the approval of the Policies and Procedures. Motion carried.
- Vacancies: President Elect, Co-Administration, Curriculum Instruction and Accountability, Education Options, Human Resources Council, and Urban Education Committee. Jose Rodriguez asked that we reconsider the role of Legislative Policy Committee as a vacancy.
- 5th Delegate Assembly Delegate. Review Bylaws Article 9.03 The additional Delegate can be selected by the President. The current Delegates are President, President-elect, VP of Programming, and VP of Legislative Action. The Treasurer was selected.

Jose Rodriguez requested resources to hold meetings for endorsement of candidates. Jose Rodriguez made a motion to request \$300.00 not to exceed \$100.00 for each team for expenses related to endorsement of candidates. Debbie Hirsch second the motion. All approved.

Suggestion to provide mug with treats and card to candidates.

Mimi Vallone made motion and Michael Payne second the motion to adjourn at 2:20 p.m.