

Executive Board Meeting

December 15, 2016

CCC Confer Meeting at 6:30pm

Dial: **1-888-886-3951** Passcode **171580**

<https://www.cccconfer.org/Meetings>

MINUTES

LLN Executive Board			Present	Absent
1	President	Dolores Cornejo	X	
2	Vice President North/Conf Chair	Melina Rodriguez	X	
3	Vice President Central	Vacant		
4	Vice President South	Lizzete Garcia		X
5	Recording Secretary	Stephanie Ramos		X
6	Treasurer	Dr. Ana Gomez de Torres	X	
7	Esperanza Newsletter Editor	Vacant		
8	Student VP North	Veronica Blanco	X	
9	Student VP Central	Olivia Valdovinos		X
10	Student VP South	Monica Aguilar Avalos	X	
11	Database/Listserv Specialist	Margarita Baez	X	
12	Webjefita	Jazmin Zuniga	X	
13	Conference Co-Chair	Carla Rosas		X
14	Region 1 Rep	Vacant		
15	Region 2 Rep	Vacant		
16	Region 3 Rep	Dr. Angelica Garcia		X
17	Region 4 Rep	Hermalinda Rocha		X
18	Region 5 Rep	Angie Garcia		X
19	Region 6 Rep	Cynthia Diaz		X
20	Region 7 Rep	Carmen Carrillo		X
21	Region 8 Rep	Eileen Anguiano		X
22	Region 9 Rep	Vacant		
23	Region 10 Rep	Vacant		
24	Member-At-Large	Lindsey Gatica		X
25	Special Project	Senorina Saldivar		X

Ground Rules:

1. **Start and end on time**
 2. **We will stay on task**
 3. **No side conversations or talking over someone else**
 4. **Posted agenda – timed agenda with timekeeper**
 5. **Attack the problem not the person**
 6. **Be prepared and ready to participate**
 7. **President: Record meeting *22**
 8. **Roll Call**
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- I. Call to order
- II. Roll Call
- III. President's Report – Dolores Cornejo
 - a. Ezperanza Newsletter
 - i. Unable to produce it due to short timeline
 - b. Quotes for LLN Conference Store
 - i. Getting quote for cost of lanyards and promotional items (pens, pins, large bags)
 - ii. We will discuss during January meeting
 - c. Update on LLN President Business Cards
 - i. Business cards will be purchased
 - ii. Paypal Readers purchase will move forward for the card and chip reader
- IV. Vice Presidents' Reports
 - a. Vice President North – Melina Rodriguez
 - b. Vice President South – Lizzete Garcia
- V. Student VP Reports
 - a. North, Veronica Blanco, Skyline College
 - i. Nothing to report at this time
 - b. South, Monica Aguilar Avalos, Riverside City College
 - i. Have plans for spring and will partner with charities for an Annual Ball
- VI. Treasurer's Report – Dr. Ana Gomez de Torres
 - a. Well Fargo Monthly Statements
 - i. Payment - \$159.33 insurance payments
 - ii. Payment - Mileage for 2 people for Dolores and Monica
 - iii. Payment - 12/14 Costco checks for all 3 accounts
 - iv. Payment - \$5.29 for registered mail for taxes
 - v. Accounts
 1. Organizational \$64962.43
 2. Conference - \$7,997.18
 3. Membership – \$9,000
 4. Scholarship – \$11, 440
 5. Investment - \$36585.20
 6. Overall \$119,964.81
 7. Dolores is getting her card
 - b. Treasurer Report
 - i. \$25 is due to register as a 990 tax form, check will be sent soon

- ii. Ana will miss the January meeting because she will be out of town and Dolores will help with payments as needed while she is gone
 - iii. Melina extended a Thank You to Ana for all of her hard work!
 - c. Insurance Update
 - i. Melina will email Sherry about the college requirements for the conference event.
 - ii. Veronica did a lot of great working in trying to help us change to State Farm, but we were unable to change at this time.
 - iii. Currently Great American Insurance there are 2 policies
 1. Directors and Officers Liability Policy \$1,876 to around \$1,500 (this is a general policy and cannot be itemized, unlike State Farm)
 2. Employment Practices Liability and Third Party Coverage
 3. We will be removing for the 2nd coverage and having a 20% discount
- VII. Conference Co-Chairs: Melina Rodriguez & Carla Rosas
- a. Artwork - Student has been contracted and a staff member has been contacted
 - i. Artwork can be added to RegOnline
 - b. RegOnline Update
 - i. Maggie has the access information for the Organization
 - ii. As checks come in Ana will communicate with Maggie and Melina on who has sent information.
 - iii. Dolores will update the PayPal account
 - iv. LMC is sending 70 people to the conference
 - c. Updated Conference Budget
 - i. Have not spent anything since the last meeting
 - ii. Expect updates in January and expenditures
 - d. Student Scholarship & Madrina Award Screening & Committees
 - i. How much and how many Scholarships need to be determined
 - ii. Scholarship is online - dropform
 - e. Conference & Workshop Evaluation
 - f. Conference Elections Process
 - i. Please review Policy and Procedure Bylaws to make sure that we are doing a great online polling/voting system
 - ii. Jazmin will help look into that software
 - g. Conference Committee should join the January meeting if possible
 - i. Veronica is willing to lend some support and see if there is some workshop information
 - ii. Software online platform has been created
- VIII. Regional Reports
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|------------------------|----------|
| a. Dr. Angelica Garcia | Region 3 |
| b. Cynthia Díaz | Region 6 |
- IX. Database Specialist/Listserv– Margarita Baez
- a. No current updates or questions
- X. Webjefita Report – Jasmin Zuniga
- a. New LLN Website Update
 - b. Remove Employee Grant and Region of the Year
 - c. LLNCCC.ORG is the new website

Next Meeting: In-person @ Los Medanos College, Thursday, January 12, 2017 !!!