



San Diego County School Personnel Commissioners Association Membership Meeting

Escondido Union School District
11:00 a.m. on Tuesday, April 7, 2015

Meeting Minutes

Call to Order

The meeting was called to order by President Holmerud at 11:10 a.m.

Dave Homerud, TR Lin, BethAnn Arko, Amy Lawton, Corrie Amador, Victor Garcia, Pat Ridenour, Angela Bishop, Rick Labib-Wood, Bill Meni, Jean Welser and George Cole were present.

Approval of Agenda

Victor Garcia motioned to approve the agenda and Pat Ridenour seconded the motion; the agenda was approved with a membership vote.

Approval of Minutes

The minutes of the January 2015 meeting were not yet available; Secretary Lawton promised to distribute the minutes to members shortly after the meeting.

Treasurer's Report

The Regional Treasurer's Report was presented by Treasurer Garcia. It was reported that as of January 6, 2015, the regional association had \$5201.43 in its checking account, and after a total disbursement of \$1000 on January 22 for two merit academy scholarships, the ending balance on April 6, 2015 totaled \$4201.43; upon adding the \$999.36 in the association's savings account, the total net worth was calculated at \$5200.79 as of April 6, 2015. TR Lin made a motion to approve the treasurer's report and Amy Lawton seconded the motion; the motion was approved by a membership vote.

SDCSPCA Update

President Holmerud announced that the San Diego Regional CSPA Board elections would take place at the July meeting, and that interested candidates should notify him of their intent to run. Amy Lawton stated that she regrets not having as much time for involvement in membership activities during the past year and welcomed other members to consider taking on the Secretary role for the next term. President Holmerud also informed the group he may not be reelected for his joint appointee role at San Dieguito Union High School District. Victor Garcia recommended the group consider revisiting the regional association's bylaws which currently prevent directors from being considered for the roles of President and Vice President.

Pat Ridenour commented on the need to get more Commissioners involved in the association and recommended reaching out to a few new Commissioners to see if they might be interested in a leadership role.

Dave Holmerud reminded the group the Duane Eppel award would be afforded to the winning nominee at the July meeting. Amy Lawton agreed to distribute and collect nomination forms from association members, and convene with BethAnn Arko and Pat Ridenour to review the nominations.

CSPCA Update

George Cole informed the group a new logo was being created for the state association, and it was being fashioned to look like a shooting star. In the past, comments had been made that the existing logo isn't easy to decipher. In addition, the Communications Chair was in the process of developing a newsletter for regular distribution.

The merit academy was in progress, with approximately 60 participants in attendance.

2015 Conference

BethAnn Arko and Amy Lawton informed the group that the majority of the surveys submitted in response to the conference were very positive. BethAnn added that there was an overwhelming amount of positive feedback for the keynote speakers. The format of providing longer breaks between sessions and having two general session speakers seemed to work well.

Dave Holmerud reported that the facility/layout worked well, and he felt the subcommittees worked well together. General feedback seemed to show attendees were happy with the venue.

BethAnn mentioned that it worked well to have an IT person available for help with audio-visual needs, but we were still required to coordinate with a subcontractor. She recommended we make sure we check into IT costs in advance when negotiating future contracts. Even though the association owns 4 projectors, 3 sound systems and plenty of power cords, there is a need to rent carts and screens, and obtain internet access for attendees.

Vic Garcia informed the group that there was a strong showing of attendees, including at least 1 registrant from each of about two-thirds of the merit districts throughout the state. A total of \$57,000 was paid to the hotel, and the remaining conference expenses, excluding gifts to keynote speakers was \$4584.11. The biggest surprise expense was the additional \$5000 paid to the hotel for AV needs. Vic stated that the pre-established budget had been a very close approximation to actual expenses. The cost for 150 attendees would have been \$39,000; a budget of \$38,273 was established with an initial estimate of 150 attendees. The state board was planning on a vote later that week to approve the regional association keep the \$5000 seed money as payment for Board Member registrations.

TR told the group \$4900 had been brought in by the vendors. He mentioned he is willing to continue coordinating vendors during upcoming events. He offered to add information about the coordination of vendors to the annual conference planning guide. Rick Labib-Wood remarked that the vendors seemed to show a great deal of camaraderie with one another, and added that the location of the vendor tables had been ideal.

Angela Bishop reported the googleform did not work well for the registration process. Registrants who attempted to update their information were processed by the system multiple times, and an editing feature was not available to consolidate the information. It was also recommended that next time all registration be completed online, since some people registered online and also faxed in their registration, resulting in duplicates. A great amount of time had been spent on compiling accurate registration information. George responded that it would be most effective for each association to use the same process for registration. Angela recommended all questions about registration be forwarded to the registration chair to make sure the same information is given to each person.

It was recommended that the group put together a registration schedule in advance for the next conference, and that registration only be conducted during certain periods to ensure those at the registration desk are able to attend conference sessions.

Also, more people need to be identified early on to assist with setting up food and drinks for the evening receptions.

It was recommended that we continue using school district print shops, since they are significantly less expensive than commercial options.

George Cole informed the group a standing committee at the state level will become more involved in regional conference planning. For example, the association feels strongly that three different tracks are necessary at annual conferences. George added that there is approximately a 20% turnover rate among commissioners each year, and there were currently 7 director vacancies throughout the state; a standing committee will help ensure consistency and continuity in efforts made by each region during conference planning. George also mentioned he would put the most current version of the annual conference planning guide into a googledoc to allow recent conference committee members to add updates for other regions to reference.

Good of the Order / Items from the Floor

Amy Lawton announced she was planning to update the regional SDCSPCA directory. Corrie Amador stated she was planning to work with Jeff Charles to update the regional association's website.

Next Meeting

The next membership meeting was tentatively scheduled as a dinner meeting on July 8, 2015. Corrie Amador offered to look into potential locations.

Adjournment

The meeting was adjourned at 12:36 p.m.