

Credential Analysts and Counselors of California

Annual Business Meeting
Double Tree Hotel, Sacramento
Wednesday, October 14, 2009

CCAC ANNUAL BUSINESS MEETING MINUTES

After it had been determined that a quorum was present the annual business meeting of the CCAC was called to order by President Franell Prather at 11:55 a.m.

Board of Directors Present: Franell Prather, Peggy Smith Andersen, Denise Roscoe, Sylvia Hernandez, Paula Sutton and Tedi Kostka.

Advisory Committee Present: Debbie Brumfield, Sherri Alertas, Valerie Flatt, David Simmons, and Renee Larson.

Absent: Robyn Davila

Agenda

D. Roscoe moved and P. Smith Andersen seconded that the October 2009 Business Meeting Agenda be adopted. The vote in favor was unanimous. The Business Meeting Agenda is included in the attachments.

President's Report—Franell Prather

She thanked the Board and Advisory Committee for their efforts. F. Prather provided a summary of some of the past year activities:

- Clarification that utilization of the CTC website is a resource to obtain official certification documents.
- Work by the Credential Recommendation Policy and Quality Assurance Work Group to ensure the on-line recommendation system meets quality and ethical standards.
- Creation of the Editorial Committee so information such as the Commission Meeting Highlights would be disseminated to the field promptly.
- Re-negotiation of contracts for CCAC Conference due to the state budget crisis.

Past President's Report—Tedi Kostka

The election results for the new Board of Directors and Advisory Committee for the 2009-2010 year were announced as follows:

Board of Directors

- Peggy Smith Andersen, Cal Poly, San Luis Obispo: President
- Paula Sutton, University of California, Riverside: Vice President Programs
- Sylvia Hernandez, CSU San Marcos: Vice President Membership
- Lane Olson, Sonoma State University: Treasurer
- Cindy Greene, CSU Long Beach: Secretary
- Franell Prather, San Diego State University: Immediate Past President

Advisory Committee

- Renee Larson, University of Phoenix: Sr. IHE Representative
- Gay Maas, CSU Chico: Jr. IHE Representative
- Laura Koger, Redlands USD: Jr. District Representative
- Carla Rayon, El Centro Elementary SD: Jr. District Representative
- David Simmons, Ventura COE: Sr. County Representative
- Elisa Regalado, Sonoma County Office of Ed.: Jr. County Representative

F. Prather was presented with a gift from CCAC as the outgoing President.

Vice President Programs—Peggy Smith Andersen

P. Smith Andersen thanked everyone for their help with the conference and discussed the Board's efforts to reduce costs. She stated that 606 registered for conference.

Susan Browning of the CTC was invited to the podium to discuss the Charity Project. This project distributes donated bags that contain handmade quilts to children in need. Hundreds of bags were provided by attending CCAC members for the charity. Members were asked to contact Peggy Smith Andersen or Bonnie Crawford if there are additional bags to be donated.

Vice President Membership—Denise Roscoe

There were a total of 828 members for the 2008-2009 year. The membership breakdown is as follows:

- 439 District
- 153 County
- 187 IHE
- 49 Other

She stated that members who do not attend conference are no longer a member. CCAC membership is valid from 11/1/09-10/31/10. An announcement will go out regarding the membership application process for those who were unable to attend conference after November 1.

Treasurer—Sylvia Hernandez

S. Hernandez announced that the CCAC Financial profit/loss reports were available for members to review. All conference expenses will be deducted from the CCAC's total income upon receipt of outstanding invoices and bills:

- Income to date: \$147,885
- Expenses to date: \$58,215

Secretary's Report—Paula Sutton

F. Prather announced that the August 2009 CCAC BOD Minutes were distributed electronically to the Board and Advisory Committee members. Carol Riley motioned to approve the Minutes and Debbie Brumfield seconded the motion. The motion carried. As a reminder, the Minutes are posted on the CCAC website.

District Report—Sherri Alertas

S. Alertas encouraged members to get involved with the CCAC since it allows you to interact with a wide range of personnel.

County Report—David Simmons and Valerie Flatt

D. Simmons stated that it was an exciting year that involved CALPADS reporting and it will be exciting to begin CALTIDES.

IHE Report—Debbie Brumfield and Renee Larson

R. Larson encouraged members to contact the Board and Advisory members with ideas and questions.

Past President's Reports:

Carol Riley thanked Mel Hunt, Edith Thiessen, and Bonnie Crawford (CCAC past presidents) for serving the organization through committee assignments and workgroups.

List Serve—Cindy Greene: None

Old Business: None

New Business: None

The next Annual Business Meeting is scheduled for Wednesday, October 13, 2010.

T. Kostka moved to adjourn the meeting at 12:25 PM and M. Hunt seconded the motion. The vote was unanimous.