**CCPRO Board of Directors Minutes – May 2017**

**May 18, 2017, 12:00 p.m. – 1:00 p.m.**

1. **Call to Order**

A. Krueger called the meeting to order at 12:04 p.m.

1. **Roll Call**

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| --- | --- | --- | --- |
| **Name** | **Position** | **College** | **Absent/Present** |
| Anne Krueger | President | Grossmont-Cuyamaca CCD | P |
| Karin Marriott | Vice President | Mt. San Jacinto College | P |
| Lauren Milbourne | Secretary | Cuesta College | P |
| Sheryl Herchenroeder | Treasurer | Chaffey College | A |
| Laura Gropen | Past President | Palomar College | P |
| Jeffrey Heyman | Communications | Peralta CCD | P |
| Kristen Hyuck | Membership | MiraCosta College | P |
| Tim Leong | Mentor Coordinator | Contra Costa CCD | P |
| Lillian Leopold | Region: Southern | Southwestern College | A |
| Miya Walker | Region: Los Angeles | Cerritos College | P |
| James Meier | Region: Inland Empire | College of the Desert | P |
| Coni Chavez | Region: Central | Yosemite College | A |
| Megan Rodriguez | Region: Bay Area | Santa Mateo CCD | A |
| Peter Griggs | Region: Northern | Shasta College | P |
| Jan Bernstein-Chargin | CCPRO Awards Chair | Gavilan College | P |

**CONSENT AGENDA**

1. **Approval of March & April 2017 Minutes**

The minutes from March 2017 were approved as presented. (M/S/U – L. Milbourne / K. Marriott)

The minutes from April 2017 were approved as presenter. (M/S/U – K. Hyuck / J. Meier)

1. **Treasurer’s Report**

Paypal   $4,685.73

Wells Fargo $40,265.49

Total $44,951.22

No outstanding debts. The treasurer is waiting on income from the League (requested from A. Krueger, total net income was $35,677.65,). The 2015-16 tax forms have been filed with the state and federal government.

The May 2017 Treasurer’s Report was approved.

**ACTION ITEMS**

1. **Website Update**

A. Krueger reported that the CCPRO website is nearly back online and CCPRO now owns the rights to the website. Interact has offered to build a new website, but wouldn’t be able to start for a month. A. Krueger recommended that the group stick with the current site since it should be back online soon. K. Marriott suggested that if the site is not up by the next meeting then CCPRO should work with Interact on building a new site.

1. **Review Membership Rates**

The group reviewed and discussed a document containing the proposed CCPRO 2017-18 membership fees. There were questions about the tier structures, particularly about tiers 1 and 2 and who they represent. A. Krueger noted that L. Gropen may be able to explain the tier intentions. It was also proposed that a Partnership category be added in order to allow groups like the Chancellor’s Office – which is not a college nor district – still be a member of CCPRO.

A motion was made to approve the CCPRO fees of 2017-18 with the exception of resolving the tier questions and adding a partnership category. (M/S/U – K. Hyuck / J. Hayman)

Insert the partnership category verbiage from Anne.

1. **Representation on IEPI Advisory Committee**

Currently, T. Leong serves on the IEPI advisory committee as the CCPRO representative. He requested a second CCPRO rep join the advisory committee; J. Heyman volunteered. A motion was made and approved for T. Leong to continue serving on the IEPI Advisory Committee and for J. Hayman to also serve. (M/S/U -

P. Griggs / J. Meier)

As CCPRO President, A. Krueger will send an email to the League confirming these appointments.

**DISCUSSION ITEMS**

1. **2018 Conference Update & Hotel Selection**

P. Griggs reported that he contacted the Sacramento Visitor’s Bureau and sent a digital RFP containing the specifications of what CCPRO needs for the 2018 conference. So far, he has gotten responses from the Hilton and the Kimton and is expecting bids from other area hotels. T. Leong agreed to join P. Griggs on a visit to the hotels. Following the visits, P. Griggs will compile the top three and bring to the Board for its consideration.

T. Leong noted that, in his opinion, having the League run the conference registration was well worth the money. He recommended that the Board consider having the League do even more to help with the 2018 conference.

Possible dates for the 2018 conference are either April 18-20 or April 25-27.

1. **Online CCPRO Award Vendor**

L. Milbourne, J. Bernstein-Chagrin, and K. Marriott have formed a subcommittee to analyze online awards vendors. The group will meet in June and bring a recommendation to the Board in the near future. This item will be re-agendized.

1. **CCPRO Regions & Reps**

A list of the CCPRO regions was sent to the Board for review. A. Krueger requested that the region representatives in particular review the list and provide feedback. M. Rodriguez noted that she will submit some revisions. A. Krueger stated that the document will be uploaded to Google Docs. She requested that the group also think about professional development opportunities for the different regions to consider for ‘drive-in’ meetings. CCPRO may be able to cover speaking engagement costs.

T. Leong added that as the current CCPRO Mentoring Coordinator, he is working with the CCPRO Mentoring AdHoc Subcommittee on generating ideas for professional development for community college colleagues. Their eventual goal is to come up with a recommendation for effective mentorship strategies and bring to the Board for approval.

1. **PROmoter Award**

Anne – would we want to extend this beyond the college president? Miya – keep it at the president level. Others – include vice presidents/vice chancellors in order to spread the awareness and support of what we do at the college. Agreement. Judges could be Peter Anning and recent retirees. Move to approve a new Promoter award for CEOS, Vice Chanceloors and VPs and CCPRO retirees as judges to present at the 2018 CCPRO awards ceremony. (MSU – J. Meirer / Maya)

CO and CCPRO awards – fine with not submitting awards, but having some other recognition. Perhaps create award for localizing a state campaign, and then they can judge.

1. **Next Meeting Date**

June 15.

\*Bylaws in agenda next month.

The meeting concluded at 1:05pm.