

CCPRO Board of Directors DRAFT Minutes
Monday, May 23, 2016
11 a.m.-12:30 p.m.

1. Call to Order

Laura Gropen called the meeting to order at 11:04 a.m.

2. Roll Call

Laura Gropen - PRESENT

Anne Krueger – PRESENT

Sheryl Herchenroeder - PRESENT

Cheryl Broom - PRESENT

Karin Marriott – PRESENT

Tere Fluegeman PRESENT

Megan Rodriguez - PRESENT

Tim Leong PRESENT

Bev Madden – PRESENT Joined at 11:38, left at 11:53

Coni Chavez – PRESENT Joined at 11:34

Lauren Milbourne –ABSENT

Mitchel Benson – ABSENT

Waleed Nasr – ABSENT

Ann Garten –ABSENT

3. Approval of April 2016 Minutes

No minutes. April and May minutes for June board meeting

4. Treasurer's Report

\$4,885.47 Paypal

\$19,527.91 Wells Fargo

\$10,314.15 To deposit

Total: \$34,727.53

Expected this week from the League

Gross: \$34,300

Less 5% management fee: \$1,715

Net: \$32,550.

CCPRO funds are doing well because of increased membership dues, more money raised from sponsors, CCPRO Award payments, and increased cost of the conference. CCPRO also received an unexpected \$3,000 from Sonoma County Tourism which was used to defray hotel costs.

MOTION TO APPROVE TREASURER'S REPORT– Moved by Krueger, seconded by Broom

APPROVED UNANIMOUSLY

5. Approval of Keynote Speaker Ben Parr honorarium

Mistakenly on agenda – approved at March meeting.

6. CCPRO 2016 Conference Final Report

Krueger reported that 47 people responded to the conference survey. 69% said the conference was excellent, 28% good, and 2.4% Fair (one respondent). Feedback about the conference and location was positive.

Survey respondents asked for improvements said they wanted more networking and focused discussions on topics all PIOs face.

Palm Springs, Orange County and Los Angeles were among the top choices for the 2017 conference. Palm Springs would not work because April is a busy time for the area with other major events.

The board discussed the issue of who should get complimentary or reduced conference registration. Comped registrations this year included Vince Stewart of the chancellor's office, who was a keynote speaker and only attended the conference one day; ½ comps for the two Pro Awards chairs; ½ comps for two employees from Santa Rosa Junior College who helped with registration; Waleed Nasr, who administrates the CCPRO website.

Others asked for comps because they were only attending the conference one day.

Krueger and Leong will discuss and make a recommendation to the board at its June meeting.

Conference scholarship for members – one was awarded this year, but CCPRO needs to get the word out earlier for 2017.

Student Scholarship to discuss at June meeting.

Review of CCPRO Awards. Krueger, Milbourne, Nathan Quach and Marriott to be on committee to update award categories and procedure.

Leong asked to establish a budget for the 2017 conference. Gropen said a budget will be created after all funds have been received for this year's conference.

7. Sponsorship Final Report

Leong said all sponsors have made payments. Grand total \$17,550 in sponsorships.

Sponsors wanted members' email addresses, but it wasn't included in info from League. Will ask League to include for next year.

8. Next year's conference

Board agreed to hold conference in Anaheim. North Orange will probably be the host college. Board members were asked to recommend a good week in April for the conference to be held. Gropen and Krueger will move forward with hotel selection.

9. Board Goals

Gropen would like to have a southern and northern meeting of board members to identify goals for the year. Date and locations to be determined.

10. Website Maintenance Agreement

The group discussed Nasr's proposal to maintain the website. Although no written agreement exists, CCPRO has been giving Nasr a free conference registration in exchange for his work on the website. Nasr is the website administrator and the only person who can make changes or updates to the website.

Chavez moved to have Gropen seek quotes from those who could maintain the website to compare against Nasr's quote. Seconded by Marriott. Gropen will also check whether the League can maintain the website.

Motion approved unanimously.

11. Other Business

Leong said the CCPRO bylaws should be reviewed. He will chair a committee to conduct the review with Chavez and Broom.

12. Next meeting

Gropen to send out a survey to set a date and time for the June meeting.

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