



CCPRO Board of Directors
Meeting Minutes
February 22, 2018
12 p.m.-1 p.m.

1) Call to order

Anne Krueger

The meeting came to order at 12:02 p.m.

2) Roll Call

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
Pavel Bratulin	Treasurer	San Bernardino CCD	P
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
Andrew Masuda	Region: Central	Allan Hancock College	P
Megan Rodriguez	Region: Bay Area	Canada College	P
Peter Griggs	Region: Northern	Shasta College	P
Jan Bernstein-Chargin	CCPRO Awards Chair	Gavilan College	P

CONSENT AGENDA

3) Approval of November & December 2017 minutes

Lauren Milbourne

Both the November 2017 minutes and the December 2017 minutes were approved. (M/S/U – K. Marriott / J. Heyman)

4) Treasurer’s Report

Sheryl Herchenroeder

It was reported CCPRO’s funds have been transferred the League, which will be handling all monetary transactions per the current contract between CCPRO and the League.

ACTION/DISCUSSION ITEMS

5) Approval of New Board Members

Anne Krueger

a) Pavel Bratulin – Treasurer

b) Andrew Masuda – Central Region Rep

A motion was made to approve both Pavel Bratulin as the CCPRO Treasurer and Andrew Masuda as the CCPRO Central Region Representative. (M/S/U – K. Marriott / M. Rodriguez)

6) Bylaws Revision

Anne Krueger

A. Krueger explained that the revision being approved today is an additional statement stating that all official documents must be signed by both the CCPRO president and a designee. A motion was made to approve the revision. (M/S/U – L. Milbourne / A. Masuda) The next step is for the bylaws to be approved by CCPRO members at the upcoming conference.

7) 2018 Conference Update

Karin Marriott

a) Promoting Registrations

- K. Marriott thanked the regional reps who have already reached out to their constituents to promote the conference and asked that any who have not, please do ASAP.
- Many folks have already registered for the conference, but there are still spaces available to participate in the Hornblower Cruise, so it was recommended that anyone planning to attend register soon.
- The pre-conference session will include a discussion with at least eight All PROs. T. Leong encouraged people to sign up for the pre-conference session, which will provide professional development in the areas of marketing, communications and social media. He requested a web flier be created to help promote it. A. Krueger noted that she will be sending an email soon promoting the conference – including info on the pre-conference session – but will consider asking the contracted graphic designer about creating a flier.

b) AV Costs

It was reported that a local community college will donate the use of their projectors, and the hotel is only charging CCPRO \$700 for AV, which is a great deal compared to years past.

c) CCPRO Awards Update / Schedule

Jan Bernstein-Chargin

J. Bernstein-Chargin reported that the award judging has begun. Approximately 350 entries were submitted this year. J. Bernstein-Chargin plans to send out an email announcing the winning colleges on Monday, March 5. It was noted that the deadline for folks to get into the hotel block is March 12, and the email listing winning college's usually helps boost registration, so we must be cognizant of the timing.

d) PROMotor Award

Several PROMotor nominations have been submitted; three All PROs are judging. The winner will be notified soon.

e) Approval of Gift for Chancellor Oakley

Chancellor Eloy Oakley and the All PROs who attend the conference will receive a pen as a gift.

f) Sponsorship Update

Laura Gropen

L. Gropen reported that \$13K worth of sponsorships have been confirmed.

She noted an issue with the Chancellor’s Office. The “I Can Afford College” campaign folks have requested a promo booth for “I Heart Radio.” Last year they attended, but simply placed their info on a table. The CO is requesting a booth similar to that of a sponsor (which costs \$1K) but is not willing to pay for it.

A discussion ensued, and it was agreed that this issue needs to be considered on a more comprehensive level and a broad conversation about the partnership between the CO and CCPRO must be had. A. Krueger agreed and suggested that CCPRO deny the CO’s request this year but, over the next year, the Board create a policy to address this issue for the future.

g) Writing Scholarship

Lillian Leopold

No applications have been submitted.

8) 2019 Conference Update

Anne Krueger / Karin Marriott

The Board discussed the two options for the 2019 conference - Palm Springs or San Diego. J. Heyman noted that the Palm Springs hotel is very nice with great conference space; however, the conference rate of \$179 per night will not be extended into the weekend due to the Coachella Festival. Nightly rates will go up to \$600. Although there is nothing within walking distance for entertainment, the Palm Springs Tramway would make for a fun excursion. The airport also does not have any direct flights in; the closest one that does is in Ontario.

A. Krueger noted that the San Diego hotel is also very nice with good conference space. It is also offering a nightly rate of \$179, which can be extended into the weekend. The hotel is within walking distance to entertainment, and has an airport with direct flights nearby. However, the 2016 conference took place in San Diego.

A roll call vote took place, and San Diego was chosen as the 2019 conference location.

Palm Springs	San Diego
Pavel Bratulin	Anne Krueger
Jeffrey Heyman	Karin Marriott
Miya Walker	Lauren Milbourne
Andrew Masuda	Kristen Hyuck
Megan Rodriguez	James Meier
	Peter Griggs

9) Website Issues

Laura Gropen

L. Gropen reported that she met with Go Daddy and that the website issue has been resolved. The website access problem involved a coding issue, but currently all access issues have been resolved.

The Board discussed how best to manage the site, and it was agreed that user accounts should be created for those who will manage content, while two individuals should be granted back end access. A succession plan must also be developed for website management purposes. K. Marriott requested that an update to the bylaws to reflect this be placed on the next meeting agenda.

L. Gropen stated that she will send the log in information for the Go Daddy account, which will grant both back end and front end access.

10) Next meeting date

The next Board meeting is set for March 15, 2018.

The meeting concluded at 1:01 pm.

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