



CCPRO Board of Directors  
Agenda  
Nov. 16, 2017  
12 p.m.-1 p.m.

1. Call to order . Anne Krueger  
The meeting was called to order at 12:06 p.m.
2. Roll Call Anne Krueger

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

**CONSENT AGENDA**

3. Approval of October 2017 minutes Anne Krueger  
A motion was made to approve the October 2017 meeting minutes. (M- C Chavez, S – L. Leopold. Unanimous.
4. Treasurer's report Sheryl Herchenroeder  
Wells Fargo \$73,589.12  
Paypal \$5,367.29

Total: \$78,956.41

Herchenroeder reported that she was working with the accountant on filing taxes for the year.

A motion was made to approve the treasurer's report. (M- J. Meier, S – C. Chavez. Unanimous.)

T. Leong asked whether the organization's financials were posted on the CCPRO website once they are approved. S. Herchenroeder said she was not aware of a requirement and noted that the minutes with the financial report are posted on the website.

T. Leong asked about CCPRO's Paypal account. S. Herchenroeder said some money is needed in the account to make payments, but it will no longer be necessary when the League takes over CCPRO's finances.

### **ACTION/DISCUSSION ITEMS**

5. CC League finances Laura Gropen
  - A. Krueger reported that the League had not submitted a MOU as of November 6. She will contact L. Gropen for an update.
  
6. Board vacancies – treasurer and legislative affairs Anne Krueger
  - A. Krueger said candidates are still being sought for these positions.
  
7. CCPRO Awards update Jan Bernstein-Chargin

J. Bernstein-Chargin said the spreadsheet has been uploaded to BNC for the online award judging. The entry period will open Dec. 1 and close Feb. 9. A new category of marketing a state campaign will be added. She will work with J. Meier on a communication to the listserv which includes submitting content entries and presentation proposals.
  
8. Conference update Anne Krueger
  1. All PRO honorees  
An invitation has been sent to former All PRO winners inviting them to the conference, and more than 12 have responded affirmatively. A. Krueger is working with T. Leong and his professional development committee to determine how to incorporate All PROs into the program.
  
  2. Call for presentations James Meier

J. Meier reported that two presentations have been received. He will coordinate with J. Bernstein-Chargin on sending out another message.
  
  3. Wednesday night activities Peter Griggs

P. Griggs has been exploring renting the Hornblower boat, which holds 70-80 people, for a two-hour cruise. The cost is \$1,291, not including catering and student performers. A motion was made to approve hiring the Hornblower. (M – C. Chavez, S – M. Walker. Unanimous.)

P. Griggs is talking with colleges in the area to hire student performers for the cruise and for the reception Thursday night. He will find out what they are typically paid to determine what kind of stipend to offer.

9. Sponsorship update  
Tabled. Laura Gropen
10. Website update  
Tabled. Jeff Heyman
11. Professional Development Update  
T. Leong said his team is exploring a professional development presentation for the Wednesday morning pre-conference. The presentation will be interactive and could include several topics. More details will be provided at the December meeting. Tim Leong
12. Membership drive  
Tabled. Kristen Hyuck
13. Writing scholarship  
L. Leopold led a discussion about the writing scholarship for college students. Press releases will be accepted in addition to submissions that are published. Lillian Leopold  
L. Leopold and C. Chavez agreed to send out applications and judge submissions.
14. Next meeting date  
Dec. 21, 2017

The meeting concluded at 12:58 p.m.