



CCPRO Board of Directors  
Meeting Minutes  
Sept. 12, 2019

**1) Call to order**

The meeting came to order at 8:33 a.m.

**K. Huyck**

**2) Roll Call**

<b>Name</b>	<b>Position</b>	<b>College</b>	<b>Absent/Present</b>
Kristen Huyck	President	MiraCosta College	P
Peter Griggs	Vice President	Shasta College	P
Alex Breitler	Secretary	Delta College	P
Paul Bratulin	Treasurer	San Bernardino Valley College	P
Anne Krueger	Past President	Grossmont-Cuyamaca CCD	P
Cherie Colin	Membership	Skyline College	A
Lauren Milbourne	Communications	Allan Hancock College	A
Lillian Leopold	Region: Southern	Southwestern College	A
David Ysais	Region: Los Angeles	L.A. Trade Technical College	P
Eric Walker	Region: Inland Empire	Mt. San Jacinto CCD	P
Luz Reyes-Martin	Region: Central	Santa Barbara City College	A
Guisselle Nunez	Region: Bay Area	Chabot-Las Positas CCD	P
Holly Dawson	Region: Northern	Napa Valley College	P
Eric Harnish	Mentor Coordinator	College of the Canyons	P
Jane Crandell	Awards Chair (non-voting)	Folsom Lake College	A
Kristy Hart	Awards Chair (non-voting)	Folsom Lake College	A

**ACTION/DISCUSSION ITEMS**

**3) Approval of the August meeting minutes**

**A. Breitler**

The August 2019 meeting minutes were approved (M/S/U – E. Harnish/ P Griggs).

#### **4) Treasurer's Report**

**P. Bratulin**

P. Bratulin reported little movement in CCPRO balances. The League total is \$92,663 which, in addition to \$568 in Wells Fargo and \$555 in PayPal, leaves us with a total of \$93,787. We can expect to see this change as the annual conference approaches.

#### **5) Part-time assistant update**

**K. Huyck**

K. Huyck has reached out to the League regarding a contract that CCPRO could emulate. The League reports that their part-time position has worked out well. A. Krueger suggested that with the addition of a part-time assistant, CCPRO should look at scaling back its contract with the league, as the assistant will be able to take over some of that work.

#### **6) Proposed timeline of events**

**K. Huyck**

K. Huyck has sent a broad overview of proposed actions and deadlines in advance of the conference. She asked board members to review the document and add any comments or questions. This is also an opportunity to share lessons learned from past conferences.

#### **7) CCLC Presentation – November 2019**

**E. Harnish**

E. Harnish reported that the presentation was accepted by CCLC and will be made at the CCLC conference. Inquiries have been made to San Diego Community College District's Jack Beresford and his chancellor about participating. We'll be having follow-up discussions with them to help focus the conversation.

#### **8) Membership**

**C. Colin**

No report.

#### **9) CCPRO Conference updates**

**P. Griggs**

P. Griggs gave an update on next spring's conference. The theme will likely be "Peak Performers in Marketing/PR." Graphics for social media and "save the date" notices will be produced. P. Griggs hopes to have a short list of suggested speakers available for review soon.

A. Krueger asked about the conference gift for attendees. D. Ysais said he will reach out to Leroy and ask for suggestions. Past gifts include water bottles, notebooks, umbrellas, and a nice pen. We're looking in the range of \$15-\$20 per gift.

**10) Census 2020 Statement**

**K. Huyck**

The Board approved a statement with regard to Census 2020. The statement will be posted to the CCPRO website so that we can begin communicating the importance of the Census. (M/S/U – A. Krueger/ P. Griggs)

**11) Other business**

G. Nunez provided an update on the efforts of regional representatives. The regional reps would like to work on three webinars between now and next fall. The plan is to hold one webinar before the end of this year, one next spring and one next summer. Topics are being discussed. The events would be open to all members, and would be promoted on the PIO listserv to allow interested nonmembers to join the organization.

The meeting concluded at 8:58 a.m.

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