



State Board Meeting Agenda 1/20/05 - LAX

Scheduled to Attend: Rick, Gary, Greg, Solomon, Mitch, John, Chris

Board members present: Rick Guidara, President; John Uribarri, Deputy Treasurer; Chris Stathis, Historian; Mitch Cochran, Treasurer;; Greg Park, Legislative Director;; Ron Kaetzel; Gary Cook, Secretary.

Board members not present: Laura Peabody, Vice-President; Sandra Haslin, Deputy Secretary

Meeting opened at 3:20PM/PST

Items

1. Welcome: New Board Member Solomon
2. Previous Meeting Minutes to be forwarded and approved online.
3. Financials
 - a. Conference Summary (see attached)
 - b. State Organization
 - i. Revenue is about \$4K – Operations have been aprx. \$8K annually. Expenses are ~\$20k/year (with Nick Warner fees)
 - ii. Proposal to raise chapter dues/fees to \$100/member next fiscal year – July 1, 05
 1. Chapters are to discuss and agenda item to be added to next State Board meeting to officially raise chapter dues to \$100/member.
4. GTC & honorary membership (via conf call w/ Laura)
 - a. Honorary membership proposal

- i. Recommendation from Chapter President to State Board for approval.
 - ii. Lifetime, ability to attend meetings and conferences as well as use web-site
 - iii. Plaque
 - iv. Laura to send out motion via email to all board members.
 - b. GTC
 - i. Wed night social with CCISDA to fall in line with local government track.
 - ii. Possibility of MISAC GTC table in government section, details to follow.
- 5. 2004 Conference Wrap-up?
 - a. Details on attached 2004 financial summary
 - b. Profit for 2004 conference -\$9,843.30
 - c. 57 out of 80 responses on comment sheet. Most comments were favorable. Notable comments were:
 - i. Request to have like vendors dispersed throughout the venue in order to avoid like vendors being placed next to each other.
 - ii. Name badges have the first name more pronounced than rest of information.
 - iii. State Board members badges distinct or some way to easily be identified.
 - iv. Suggestion to have better selection at breakfast and not held in vendor area.
- 6. 2005 Conference Planning
 - a. Sacramento, October 16,17,18
 - b. Doubletree Inn, Arden Fair, Sacramento
 - c. Rooms \$109/night
 - d. Facilities – GARY
 - e. Agenda –Sandra & John
 - f. Entertainment – Solomon & Greg
 - g. Meet in Sac at Hotel to inspect hotel and ‘grade’ award packets
 - i. Mid Sept, need OJ to help coordinate
- 7. Awards Summary
 - a. Update for 2005 to be reviewed by Board and posted to website
 - i. Mitch to coordinate, Solomon to send suggestions
 - b. Timeline for release
 - i. April 1, 2005

8. Legislative Update & Process Discussion

- a. Greg lead – will coordinate with chapter presidents
- b. Chapters will submit candidates for the legislative panel for review and selection by State Board.
- c. Panel members to be selected by board based on following:
 - i. 1 ea selected from each chapter.
 - ii. 3 ea (comprised of 1ea from small, medium & large populated cities).

9. Web Site

- a. Mitch indicated that Civica has completed the updates, and he has sent email out with details.
- b. Access – new password: hitech
- c. Inventory
 - i. Foster City has an inventory system they have offered to share. Greg to send link for review.
- d. Discussion on the need for the website to have current as well as consistent updates and information.
- e. Mitch indicate he would talk to Civica about creating a legislative page to communicate legislative support and updates.

10. Other

- a. MISAC business cards – Rick to follow up on and order. Board members in agreement that professional business cards are needed.
- b. MISAC Marketing products (shirts, notebooks, etc...)—Rick to get additional information.
- c. Newsletter?
 - i. Members print and distribute
 - ii. Subcommittee
 - iii. Recommended members think about for future discussion.

11. Meeting adjourned at 5:12. Nxt meeting scheduled in conjunction with League of Cities Meeting, Apr 7, 2005, Doubletree Hotel, San Jose Airport.