

OFFICERS 2010-2012

GAIL L. PELLERIN
PRESIDENT
Santa Cruz County
CATHY DARLING ALLEN
VICE PRESIDENT
Shasta County
NEAL KELLEY
TREASURER
Orange County
DEAN LOGAN
SECRETARY
Los Angeles County



**CALIFORNIA ASSOCIATION OF
CLERKS AND ELECTION OFFICIALS**

GAIL L. PELLERIN, PRESIDENT
Santa Cruz County Clerk
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BOARD OF DIRECTORS

APPOINTED:

GINA ALCOMENDRAS
Santa Clara County
JANICE ATKINSON
Sonoma County
TESS FITZGERALD
Santa Cruz County
SACHI HAMAI
Los Angeles County
JOSEPH HOLLAND
Santa Barbara County
JIM MC CAULEY
Placer County
KATHIE MORAN
Colusa County
SUSAN M. RANOCHAK
Mendocino County
JULIE RODEWALD
San Luis Obispo County
DEBORAH SEILER
San Diego County
DAWN ABRAHAMSON*
Fremont City Clerk
* non-voting member

ADVISORY COUNCIL:

STEVE WEIR
Contra Costa County
REBECCA MARTINEZ
Madera County

ELECTED AREA CHAIRS:

JULIE BUSTAMANTE
Northern Area
Lassen County
KARI VERJIL
Southern Area
San Bernardino County
JILL LAVINE
Mother Lode Area
Sacramento County
AUSTIN G. ERDMAN
Central Area
San Joaquin County
LINDSEY MC WILLIAMS
Bay Area
Solano County

LEGISLATIVE COMMITTEES

CLERK OF THE BOARD:

SACHI A. HAMAI
Los Angeles County
JOHN MCKIBBEN
Los Angeles County

COUNTY CLERK:

KATHIE MORAN
Colusa County
VICKI PETERSEN
Sonoma County

ELECTIONS:

JILL LAVINE
Sacramento County
DEBORAH SEILER
San Diego County

**BOARD OF DIRECTORS MEETING
JULY 16, 2010-12-07
MONTEREY, CALIFORNIA**

President Gail Pellerin called the meeting to order.

Present: Gail Pellerin, Santa Cruz County
Cathy Darling, Shasta County
Neal Kelley, Orange County
Tim McNamara (for Dean Logan), Los Angeles County
Kathie Moran, Colusa County
Steve Weir, Contra Costa County
Julie Bustamante, Lassen County
John McKibben, Los Angeles County
Rebecca Martinez, Madera County
Ryan Ronco (for Jim McCauley), Placer County
Jill LaVine, Sacramento County
Deborah Seiler (by phone), San Diego County
Austin Erdman, San Joaquin County
Julie Rodewald, San Luis Obispo County
Joseph Holland, Santa Barbara County
Gina Alcomendras, Santa Clara County
Tess Fitzgerald, Santa Cruz County
Janice Atkinson, Sonoma County
Vicki Petersen, Sonoma County

10/11 Budget Review – Adopt Budget FY 10-11

- General and specific discussion of format of the budget document. This included the specific detail that the color purple represents summer institute numbers that are – for now – place holders until Neal Kelley, Cathy Darling, and Gail Pellerin can go over details with Lee Lundrigan to finalize figures. (Note: Income from last Summer Institute was \$70,000; projection this time – due to economic climate – is \$55,000.)
- CALPEAC - in general - is an ongoing topic of discussion as it relates to budget impact.
- There was a question as to whether total program service fees should be \$168,000 instead of \$186,000. (Ms. Darling felt that the \$186,000 figure was correct.)
- There was a question regarding whether adjusted new law figures would cause an adjustment in the budget. Items like this can be amended.
- All respective disciplines should speak to their lobbyist to determine reaction and consequences of continuing reductions.
- Summer Institute: Is Stanford confirmed? Ms. Lundrigan would like to use Stanford one more time (so as not to re-invent wheel) but then look at other options after that. Comments were made that Stanford was difficult to work with and costly.
- In relation to discussion of Summer Institute fees, the issue of CACEO's fee authorization in general arose and CACEO's past practices related to this. This is an area that needs further review.
- Before seeking a motion on approving the "purple" portion of budget document, Ms. Pellerin asked if there were any further comments. No further comments were made.
- Motion to approve budget was made by Julie Rodewald. Second by Vicki Petersen. Motion carried. Budget adopted.

Officer Reports

President's Report/Discussion (Gail Pellerin)

- Ms. Pellerin would like CACEO to create a newsletter. John Tuteur may take this project on.
- CACEO is on Facebook and Twitter.
- There was a brief discussion on committee activities. There will be audit committee consisting of Joe Paul Gonzalez, Larry Ward, and Pam Kaufman (Lake County). Ms. Pellerin will also determine other committee assignments, e.g., bylaw committee.
- Although next meeting is scheduled for New Law, Ms. Pellerin would like to have a meeting before that to discuss various items. (E.g., contracts.) Proposal is for next meeting to be held in concert with next Election Legislative meeting on September 9 in Sacramento. There be a conference call line set up for those who cannot attend in person. Mr. Erdman offered San Joaquin as a possible meeting location for the future. Ms. Pellerin would also like to have a meeting in March as well.
- CACEO has not chosen as representative for City Clerk's yet for the Board. It is typically the Legislative Director but that can be problematic because of timing. There are some City Clerks who have shown interest or who have traditionally served. Would like to make a determination next week.

Vice President's Report/Discussion (Cathy Darling)

No new items to report.

Treasurer's Report/Discussion (Neal Kelley)

Thank you to Cathy Darling for converting accounting process to QuickBooks

Secretary's Report (Dean Logan)

No new items to report.

Conference Coordinator's Contract

- Sandy Reedy is no longer conference manager.

Chrissi Keller has taken on Ms. Reedy's contract obligations. She has also submitted interest in the contract through 2014.

The contract proposed by Ms. Keller is very similar to Ms. Reedy's contract. Her proposal did not incorporate audit recommendations so Ms. Darling incorporated those recommendations into Ms. Keller's proposal. New items in contract proposal are: adding hourly charges for additional duties assigned; adding a \$5 per registrant charge for CalPeac; and changing end contract date to six months after final conference. Some concerns were raised on all three items:

- What does "additional duties as assigned" entail? This would be at the discretion of the President;
- The per registrant fee at CalPeac could become excessive and needed more justification. It would be needed only at Annual Conference – not New Law since CalPeac only occurs in conjunction with the Annual Conference and contractor services are only for New Law/Annual Conference. Ms. Darling will work Kari Verjil and Barbara Dunmore to do further analysis regarding this; and
- Will there be an overlap in contractors because of "six month after final conference" provision? (Although there was some clarification on this point, because the contract technically ends on February 28, 2013, further clarification is needed.)

There was also some concern that there may not be enough formal mechanisms in the contract, such as a "death clause". The boiler plate/standard language for contracts may need review.

Ms. Reedy's current contract that has been assumed by Ms. Keller is through December 2011, i.e., this year's New Law conference is covered under current contract.

Audit Committee

Report will be held over until next meeting.

Other

There is a need for a redistricting committee or subcommittee in relation to the election discipline. Historically this has been accomplished by establishing a subcommittee of the Election Legislative Committee. (Roz Lever chaired this subcommittee after the last census.) Ms. Pellerin asked Deborah Seiler to lead this effort. She agreed.

Motion to adjourn meeting by Steve Weir. Second by Austin Erdman. Motion carried.

Minutes respectfully submitted by Tim McNamara (for Dean Logan).

