CHAPTER BOARD MEETING MINUTES

Date: Wednesday, January 29, 2020 **Time:** 4:00 – 5:00

Meeting Called By: Charles Hutchinson
Type of Meeting: Monthly Chapter Board Meeting

Attendees	Present	Attendees	Present
Charles Hutchinson	☒	Steve Carroll	☐
James Anderton	☐	Christopher Kerr	☐
Lyn Gomes	☐	Brian Graham	☒
Jorge Coto	☒	John Villani (Guest)	☐
Tom Poeling (Guest)	☐	Gerry Massey	☒
Ryan Stroupe	☒	Steve Guttman	☒
John Hill	☒		

Discussion: General

The meeting was called to order at 4:00PM. Previous meeting minutes were discussed. The following meeting minutes were reviewed and updated as noted:

BUSINESS

ITEM 1.1	TREASURY REPORT & FINANCIAL BUSINESS ITEMS	Pending ☒	Urgent ☐	Past Due ☐
DATE	DISCUSSION NOTES / ACTION ITEMS	Responsible/Due Date		
08.28.19	○ Checking – $13,986.04 ○ Savings - $3,252.22 ○ Total - $17,238.26 ○ Note – the $1k check for the BCA scholarship fund has not cleared yet	Information		
9-25-19	○ Update needed.	Information		
10-30-19	○ Checking – $12,986.04 ○ Savings - $3,252.38 ○ Note – Check has now cleared (posted 8-28-19)	Information		
1-29-20	○ Checking - $13,111.04 ○ Savings - $3,252.63 ○ Total: - $16,363.67	Information		

ITEM 1.2	BUSINESS	Pending ☒	Urgent ☐	Past Due ☐
DATE	DISCUSSION NOTES / ACTION ITEMS	Responsible/Due Date		
1-29-20	Brian Graham has been nominated as President and has accepted. Massey is VP. Charles is treasurer. Jorge has been voted secretary.			
1-29-20	BCA documents: The documents need to be filled out and sent back to BCA National. These need to be signed every year. Please have all forms filled out and signed and send to Sheri (cc Liz) at BCA National by 2-7-20.	Due by 2-7-20		
1-29-20	2020 Leadership Conference: Chapter has enough funds to pay for 2 people to go. Jorge is already planning to go. (February 27 and 28). Ryan and Brian will look into attending also.			
1-29-20	Member survey: Survey questions have been put together by BOD. Massey will re-send the survey questions and Ryan will put it into Survey Monkey and send it out to the membership.			
1-29-20	Potential Goals for California Chapter: Need to come up with worthwhile goals for the year. Some possibilities: • Tech talk conferences			

ITEM 1.2	BUSINESS	Pending	Urgent	Past Due
	• Sponsor in-person tech talks • Host separate tech talk, one in northern section, one in southern region. • Identify what National is not doing for membership that California Chapter could pick up. • Hold a live event in one region and simulcast to the other region (log in independently or have the simulcast hosted in someone's office.) • Review the bylaws for some guidance on what our Chapter should be doing. Brian will reach out to National and distribute the latest by-laws. • Reinstate member spotlight. • California relevant Title 24 presentation that could be disseminated to national members • CEC potentially developing CxA qualification requirements—is this still alive? May need to consider taking an advocacy position. Steve may be able to find out more information on this and report back at next meeting. • For next Title 24 cycle – sponsor a speaker who is knowledgeable for changes in next code cycle. Perhaps set up a simulcast for the fall.			