

CATE BOARD MINUTES
Board of Directors Meeting
December 9-10, 2006

The Meeting was called to order at 9:05 A.M. by President Michelle Berry. The members of the board introduced themselves and shared one thing for which they were grateful.

Member-at-Large Kathy Allen
FACET Representative Cathy Cirimele
Member-at-Large Carole Clarke
GSDCTE Representative Carrie Danielson
Vice President Charleen Delfino
Member-at-Large Susan Dillon
CCTE Representative Angus Dunstan
Treasurer Anne Fristrom
Coordinator Consultant Punky Fristrom
CDE Liaison Mary Anne Goodwin
Resolutions Chair Tish Griggs
Convention Coordinator Teisha Hase
SCTE Representative Lisa Hernandez
CATE Chair 2008 Nancy Himel

Member-at-Large Richard Hockensmith
CALIFORNIA ENGLISH Editor Carol Jago
KCTE Representative Greg Johnson
CCCTE Representative Liz McAninch
Past President Maureen Rippee
CATE Chair 2007 Pauline Sahakian
RCTE Representative Anne Sahlberg
Member-at-Large Cheryl Smith,
TUCATE Representative Carol Surabian
Secretary Lorraine Tracey
Membership Chair Joan Williams
CCCC Liaison Bill Younglove,
Policy Analyst, Martha Zaragosa-Diaz

Absent: Member at Large Susan Karpowicz. Member at Large Bob Chapman, CTA Liaison Jennifer Isensee, CWP Liaison Jayne Marlink and CTA Liaison Debra Martinez

Rippee moved and Johnson seconded that the minutes of the September 9-10, 2006 board meeting be approved. Discussion followed with corrections and additions. MOTION CARRIED.

Rippee moved and Hase seconded that the agenda be approved. MOTION CARRIED.

REPORT OF OFFICERS

PRESIDENT: Berry reported that resignations were received from Krielaart, Jensen, and Enmark. Appointments of new board members to replace the resignations were suggested: Karen Martinez as Member-at-Large-Secondary, and Shelly Medford as Upper Council representative.

Delfino moved that the appointments as suggested be accepted. Dunstan seconded. MOTION CARRIED.

Berry received a letter from Jennifer Chown regarding her mother, Miriam Chown, requesting an article written by her mother published in California English in 1976. The article was found and sent to her.

Berry received an invitation from CATESOL to participate in their April Staff Development conference. Danielson who teaches English Language Learners will do so. Letter written by Al & Cista Leonard of Literary Magazine was given to publications to discuss.

An opportunity was announced by Toyota, which consists of a Foreign Exchange program for teachers.

A Northern California Writing Project workshop will be held at CSU Chico consisting of "How Special Education teachers can teach writing to Learning Disabled students."
The NCTE Leadership training will be held June 22-24 in Chicago .

Larry Jordan reminded the board to not use Topica but should use board-members@Cateweb.org.

The e-mail list was circulated and board members were asked to verify or correct. Members Only space on website was given to Publications to discuss.

Berry received an acknowledgement from Anna Roseboro for the \$100 donation in her son's name to a school.

The Intellectual Freedom Award for Dave Eggers will be completed for NCTE in New York 2007.

The California Teacher of the Year, Alan J. Sitomer, is a CATE member.

Berry received an invitation to attend the CYRM meeting on January 15, 2007.

Robin Luby and Linda Scott asked that we consider putting California-On-Line, a commercial website, on CATENet. It would be a special offer which would extend a free membership to access this website thru February, then a fee would be charged. This request was forwarded to Publications for review.

Letters are ready to invite regional legislators to attend the Fresno Convention.

Berry announced she was proud to nominate Carol Jago as a Vice Presidential candidate at NCTE.

Annual Reports from the board members are due December 31 and are to be sent to Larry Jordan. Format suggested is:

- Subject line: ANNUAL REPORT
- Top line: your name and position held
- Text needs to include CATE business you've done in 2006
- Tone should be somewhat formal and concise
- Models available on website

Berry reported on the NCTE Convention in Nashville, TN

Censorship issues are resurging in the schools, i.e. banning books. A two-disk set of CDs is available through NCTE for \$60 and gives a rationale for countering challenged books. A Literary map project was forwarded to Publications. NCTE has challenged an effort to renew and update the literacy map.

Berry suggested a slight change in the agenda model. The rationale is that in the past Martha gave her report after the policy meeting and now it was suggested that she do so before the policy meeting so they can act on her suggestions.

VICE PRESIDENT: Report is ONLINE.

Delfino reported that responses and changes to rooming arrangements for meetings be done quickly so that she can more accurately accommodate the needs. The next meeting is in Fresno and will be handled by Hase. May 6th meeting will be in Southern California.

PAST PRESIDENT: Report is ONLINE

Rippee reported it was productive talking to exhibitors at NCTE. Jeff Wilson developed a card that was distributed to exhibitors.

NCTE report: Carol Jago for *California English* and Larry Jordan for CATEweb received awards at NCTE.

At the Annual Board Meeting the voting protocol is that any nominations of people who wish to run for office after this meeting must have petitions signed with 15 CATE members' signatures. The offices open are Secretary, Membership, Members-at-Large Secondary and Elementary. The Nominations were moved to New Business for other nominees. Options were discussed regarding voting concerns at the annual business meeting. Rippee is trying to get more people to vote.

Rippee moved and Hase seconded that voting be allowed at the end of the annual business meeting in Fresno. Discussion followed. Berry moved that we table this motion and send it to Executive Finance and Leadership. McAninch seconded. MOTION CARRIED.

The CATE awards were tabled until we get to New Business.

The Distinguished Service Award was discussed. The Past President's awards committee nominated Cheryl Joseph.

Rippee moved that we accept the nomination of Cheryl Joseph as the Distinguished Service Awardee. McAninch seconded. MOTION CARRIED.

Everyone was asked to respect confidentiality until letters notifying awardees are sent. A report on the Hurricane Katrina donations indicates that the checks have not been cashed.

Regarding the nomination we made for Carol Jago for NCTE Vice President's position; the NCTE protocol is that we can't do anything until after February 1. Restrictions have been sent to Leadership from NCTE.

SECRETARY:

Tracey reported that the Directory has been undated and the information on the two new members of the board were given.

Business cards were available on the back table for those who ordered them. Referrals of the Policy review and recommendations were assigned to appropriate committees.

- The Introduction - to Executive/Finance.
- Policy 1 - (Meetings) to Leadership.
- Policy 2 - (Council Committees) to Policy
- Policy 3 - (Membership) to Membership

TREASURER:

Fristrom reported that the tax exempt form was completed, approved and filed. Checking account balance as of 12/7/06 is \$20,182.73, memorial CD \$10,633.33, Marilyn Kahl Memorial CD balance of \$5,136.88, Marilyn Kahl Memorial CD #2 balance of \$10,685.22, Vanguard GNMA Portfolio of \$141,623.23 and Vanguard Index Trust \$34,098.35

Fristrom reported that the required information tax returns were completed and filed. The GNMA was \$141,623.23

MEMBERSHIP: Williams report is ONLINE

Membership has decreased from 9/06 to 12/06 by 67. New membership brochures available with 2008 Convention Information.

Sun Valley Floral from Arcata is donating 2000 bulbs to be distributed at convention as membership gifts.

CONVENTION COORDINATOR: Report is ONLINE.

Registrations under 2006 (about 20).

Saroyan Theater being renovated.

Booth sales are the same number as last year. Many standard exhibitors are not coming to Fresno. Due to difficulty of selecting AV Equipment Company due to large Agricultural Convention in town at the same time, Fristrom has selected Premier Technology. Marriott in Long Beach to delete attrition clause or we will cancel contract as overflow hotel.

CATE COUNCIL REPORTS

CAPITOL – Dunstan’s report is ONLINE. A workshop is coming up in January on creative writing. They are trying to resurrect a publication.

CENTRAL – McAninch’s report is ONLINE.

A one-day conference is planned for March 24 at San Jose State University. It was arranged through the Writing Project. It will be held at Steinbeck Center.

FACET – Cirimele’s report is ONLINE.

They planned three breakfasts with an author and a tea for three NCTE winners of awards. Next semester working with 3 breakfasts featuring nonfiction authors as well as a writing conference for adults.

GREATER SAN DIEGO – Danielson’s report is ONLINE.

Promising Practices was successful. April 28 another conference will be held.

KERN –

Johnson reported Kern is campaigning for new members in Fresno.

REDWOOD –

Sahlberg’s report is ONLINE.

SOUTHLAND -

Hernandez reported a successful fall conference. They found most attendees are paying for themselves. Sunspots will be out soon. It is their publication. Their Spring Fling is coming up at the Holocaust Museum, April 22. They will be having a writing awards tea.

TUCATE - Surabian – In trying to increase membership, they held a C.T.A. kickoff dinner. Also, selected their aware winner.

UPPER - Medford reported she wants to get a board going.

Berry asked that copies of newsletters from councils be sent to all board members.

REPORT OF LIAISONS

California Department of Education - Goodwin’s report is ONLINE.

CYRM –

Lindsay’s report is ONLINE

CWP –

Rippee reported for Marlink/Nitschke. Rippee distributed Farsi translation of Parent Booklet Because Writing Matters as well as order forms. CWP has added Ann Jaramillo as a speaker to the pre-convention. CATE was asked to include a resolution to support reauthorization of the California Subject Matter Projects..

CLRP –

Jago reported that their meeting was rescheduled so as not to conflict with the CATE Convention. Members will be attending the convention. They are engaged in the next round of reauthorization.

California English –

Jago's report is ONLINE. She accepted 2006 award for California English at the NCTE Convention..

CATEweb –

Jordan's report is ONLINE

CATENet –

No report.

RESOLUTIONS -

Griggs reported that Resolution Chairs will need laptops with floppy discs or memory stick for the meeting at the Convention. Forms are available as to how to submit a resolution.

CCCC -

Younglove reported that CCCC is down to approximately a dozen member organizations. October meeting included a report from Sue Martimo regarding CDE and how subject matter organizations can best impact curriculum development, Curriculum Frameworks, State Board of Education which is appointed by the Governor, Curriculum Commission appointed by State Board or Governor or Assembly/Senate. Book adoption process by committee on Instruction Materials will be held in spring.

CTA -

No report

12:12 P.M.- Adjourned for LUNCH. Reconvened at 1:35 P.M.

Policy Analyst -

Diaz reported on the California election. Poisner and Schwarzneger, both Republicans were elected. Democrats kept their majority. Schwarzneger appeared on the assembly floor. Bipartisanship is expected to continue with discussion regarding redistricting. Several legislators have education backgrounds, i.e. Jean Fuller, Paul Krekorian, Tony Mendosa, and Wilmer Carter.

Priorities mentioned by governor include the issue of accountability, giving parents the choice to move their child to whatever school they wish. Career tech education will be looked at for next year.

They are closely monitoring the implementation of the various bonds that were passed. Speaker of the Assembly, Nunez's priority is monitoring education. The issue of school finance is a new priority as stated by Commission. We need to pay attention to AB472 reauthorization - a professional development program. It is devoted to training for English Language Learners. An Advisory committee is being formed. SB1209 Teacher credentialing is being consolidated and streamlined. Goal is to increase the number of teachers. This gives more flexibility to hire out-of-state teachers.

Hearings were held on reauthorization of the NCLB. The four areas looked at are: highly qualified teachers, sanctions and interventions, accountability and assessment. The mantra

of the State board seems to be "stay the course." The Curriculum Commission is busy with SB1209.

Policy/Censorship -

DUNSTAN, Hernandez, Smith, Younglove, Danielson, Jago, Sahlberg, Griggs, Goodwin, Delfino, Zaragoza-Diaz

Policy 2 was discussed and it was decided it needs no changes.

A recommendation was made that the President send letters to the chairs of both the Senate and Assembly Education Committees reminding them of CATE's existence and offering our Language Arts expertise.

When the new members of the Education Committees are named, the President should send a letter of congratulations, also informing the member of the names of any CATE board members in their district.

Regarding NCLB. Since there is January 2nd deadline, we recommend that the President or her designee send a letter to CDE (per Martha's report) supporting NCTE's position on NCLB renewal.

Several draft resolutions were discussed and feedback offered on topics such as NCLB renewal, support for CWP/CRLP funding, increased funding for writing instructors, CAHSee exemptions for EL's, multiple assessment measures and smaller class sizes.

Convention Coordinating -

HASE, A. Fristrom, P. Fristrom, Himel, McAninch, Tracey, Sahakian, Hockensmith, Dillon, Berry,

HASE moved, Smith seconded, that CATE exchange booths with CSLA at their convention. MOTION CARRIED.

HASE moved that meals at the convention be open to the public and fee would be \$10 more than attendees of the Convention. Smith seconded. MOTION CARRIED.

HASE moved and Rippee seconded, that a Thursday night event with trolleys to Fig Village be approved. MOTION CARRIED

It was requested that board members bring books for the New Teachers Reception and regifted items for exhibitors' gifts. Gifts for exhibitors should be wrapped. These are for door prizes.

Himel was commended for work on CATE 2008.

Regarding the 2012 convention site: We received declines from most of the hotels and locations that we discussed at the previous meeting. Two bids were received, one from LAX Marriott and Ontario. P. Fristrom has contacts in San Diego and will try to contact them for more bids.

Leadership –

RIPPEE, Williams, Clarke, Martinez, Surabian, Cirimele, Johnson, Allen, Medford

In Reviewing Policy 1--the alignment is an issue and it needs to be corrected. In addition, the following changes were suggested:

Under 1.1, Item 2 delete In advance of the meeting and start Item 2 with All members must notify the Vice President (or the Convention Coordinator for the Convention meeting) of their intention to attend or not attend the board meeting. Notification must be provided as per the Vice President and/or Convention Coordinator's established deadline. The Vice President will inform the President of board members who will not be attending.

Under 1.1, Item 3, change president or vice president in first line to president and vice president..

Under 1.1, Item 4 in the first line insert the word consecutive after the word two. In the second line change the word discussion to communication.

Under item 1.3 Strike two criteria....report and change a and b to read: Reports should be succinct, formal narratives.

Item 2 entirely, should be deleted because it is online.

Item 3 then becomes item 2. Item 3 should be changed by deleting given or mailed to emailed and after the first president word insert and the webmaster.

Rippee moved and McAninch seconded that the changes to Policy 1 as listed above be accepted. MOTION CARRIED.

Regarding the support of Jago as NCTE Vice Presidential candidate, NCTE has a protocol to follow in supporting candidates running for election to NCTE. No action can be taken until February 1st when candidates are made public. Once candidates officially accept their nomination, their presence on the upcoming ballot may be announced. CATE Board may send post cards, email reminders to council affiliates, post to CATENet or CATEweb, and announce in Power Point presentations at their Conferences. Also after February 1st council affiliates may announce her candidacy in newsletters, etc., posters at the CATE membership booth and in the President's perspective in *California English*.

Leadership will take over the leadership cards. The format of the leadership cards was revised last year in September by the Membership Committee. The revision comments are noted in the September meeting minutes. As per the minutes Surabian will revise and create the cards. She will oversee the revision, copying and the distribution into the bags. Membership will collect the cards at the membership booth and distribute the appropriate ones to each council. Membership also discussed gift ideas for those turning in leadership cards. Raffle ideas were discussed.

Rippee moved, McAninch seconded that there be a door prize at the annual business meeting for an IPOD for members who submit leadership cards. Winner must be present. MOTION CARRIED.

Scholarships look good the way they are.

Recruitment for CATE board offices for 2008 through affiliates is encouraged. They need platform statement and pictures.

Council representatives will continue to encourage leadership opportunities. Presidents will follow through with communication and announcements at meetings in newsletters, through emails, etc. Also recommended that presidents recruit members to speak at the annual meeting regarding resolutions.

Rippee moved and McAninch seconded that the board approve voting at the annual business meeting in Fresno 2007. MOTION CARRIED.

Meeting adjourned at 5:32 p.m. until Sunday.

SUNDAY, December 10, 2006

Berry called the meeting to order at 8:37 a.m. There are no announcements.

President of Presidents' Report

McAninch reported that names and paper work for awards were turned in by the council presidents as required.

Literary map needs to be updated.

STANDING COMMITTEES

Executive/Finance - DELFINO, A, Fristrom, P. Fristrom, Smith, Hase, Rippee, Sahakian, Dunstan, Allen, Medford, Michelle Berry

Delfino moved and Angus seconded to change the Introduction of the CATE Policies to read: The major purposes of the policies of the CATE Board of Directors include the following: ? A. To interpret the CATE By-Laws. They currently read: ?A. To interpret portions of the CATE By-Laws that may be subject to controversy. (The part that is underlined is to be deleted. Everything else in the introduction remains as it is.) MOTION CARRIED

Delfino moved to extend the sharing of the profits for the Pre-Convention (up to \$1,500) with the California Writing Project for another translation of the parent writing handbook, Because Writing Matters: Helping Your Children Become Confident Skilled Writers, In and Beyond School. Seconded by Dunstan. MOTION CARRIED

Defino moved to extend the CATE elections at the 2007 convention to the end of the Business Meeting. The Ballot will include the names of all candidates (those who submitted candidacy prior to meeting and those who submitted candidacy with the required signatures) The process for the election will include the election and then voters will sign-in when they turn in their ballots (name, address and institution.) It was noted that this change in the election process is a "trial process" for one year only, and will be evaluated following the Fresno Convention to decide if it is deemed successful, and if so, make changes as needed. Clarke seconded. MOTION CARRIED

Delfino moved that the Fristroms be given permission to discard the old CATE computer in an ecologically fit fashion. Smith seconded. MOTION CARRIED

Members should come to next meeting with items that they would like to see incorporated into the budget at the May meeting so that the committee can begin to discuss and make recommendations for a comprehensive budget so that there are not additions made throughout the year. Some of the budget items that were discussed are:

Ways to reward presenters at the yearly State Convention

Adjustment to meal reimbursement

Change mileage reimbursement to match the government rate.

Publications –

JAGO, Hockensmith, Himel, McAninch, Younglove, Clarke, Martinez, Sahlberg.

Regarding the NCTE's Literary Map Project: The suggestion was made to update this old-fashioned concept into a Power Point presentation that teachers could use in their classrooms. Liz will get back to Kathy Yancey, NCTE incoming president about this idea.

Writing Contests status and update: Entries are due to local councils December 15. Council winners must be sent to contest coordinator, Ann Sahlberg honors_teachers@yahoo.com electronically by December 31. Anne will organize a group to judge state winners. These winners' names will be sent out to the Board listserve by January 15. Local councils may wish to underwrite student winners' attendance at the CYRM luncheon. Winners will be announced at the luncheon.

California English:

Persepolis by Marjane Satrapi, council-wide reading program. Bookmark with call for manuscripts (Carol Jago) will be distributed on luncheon tables announcing the initiative, partnering with New York teachers. Goal is to create state-wide understanding. Maybe next year, link the writing contest to the council-wide book. In May, the Publications committee will choose a book for 2008 and write a creative writing contest prompt linked to this book.

CATEweb:

Ideas to add/delete/move:

- Archive somewhere off the site past year's conventions and old business, old reports.
- Rename the "Rules" menu to "Policies"
- Add CATE creative writing contest rules up front an center
- Add links to NCTE, CTA, CRA, CDE. We will continue to determine which links are appropriate
- Take awards out of policy and put on front page
- Make nominating forms more easily accessible
- Local councils should have their own link up front
- Warm colors in place of white backgrounds. Boxes are unattractive

Allow all visitors to the site, access to CE and the Literary Map. Would it be possible to add a search engine for the site?

The Publication committee recommends that CATE not allow English Online California access to its members' email addresses.

Membership -

WILLIAMS, Tracey, Hernandez, Surabian, Danielson, Griggs, Dillon, Cirimele, Johnson,

Policy 3 reviewed and edited as follows:

Eliminate Item 3.1, 1. And Change 2 to 1 and edit as follows: The CATE membership chair will provide each council with a new updated alphabetical member list at each board meeting. Discrepancies will be identified and communicated to the membership chair.

Item 3.2.1., b. change the word five cents to ten cents.

Under Item 3.3. Membership Dues, Line 4. Change the \$40 to \$35.

Item 3.5 Change the last line of the item 1 to read and membership chairs, shall coordinate activities which encourage CATE membership during the CATE annual convention and within their own councils.

Eliminate item 2 and change 3 to 2. Item 2 a , then would be changed as follows. Line 2 would read Materials could include pamphlets (eliminating monographs or. Under Item 3.5, Item b. CATE treasurer would be changed to membership chair. Item c would read: All money collected for merchandise should be sent to the Treasurer. Those funds collected for new memberships should be sent to the mailing service.

Item 4 would become 3.

Leadership committee will take care of gifts for leadership cards with a drawing at the business meeting for an IPOD. Revision of leadership card was reviewed including when the drawing will be held. Disclaimer reviewed also. The committee recommends that the drawing be held at the annual business meeting. We need to arrange to have an announcement in the program and on the agenda of the business meeting. Surabian will send the information to the appropriate people.

CATE Booth:

- Poster with map and counties of each council
- Pins (Lucinda, CATE, READ, WRITE)
- California English I
- Books (donated)
- Powerpoint presentation
- Signs (Turn in Leadership Card/Get your membership gift here) Add Sun Valley sponsorship
- Long Beach CATE promotional items
- Flowers

Need to find bags and ribbons to bag up the gifts. Cirimele has offered to have her class and aides do this, if the bulbs can be sent to her school two weeks before the Convention. Membership committee members will work the booth. Sign ups will take place at February meeting.

Membership Issues:

- Accuracy
- Increase membership
- Renewal letter

Old Business - None

New Business

3 candidates submitted platforms and photos. Joan Williams, Membership; Kathy Allen, MAL Elementary; Lorraine Tracey, Secretary; MAL Secondary had no candidate as of yet. Reminder that nominations are open until prior to the Business Meeting at the Convention..

12 award submissions with supporting documents were submitted.

- CE - Dr. Susan Bennett (Redwood); Humboldt State University, Arcata
- Virginia Reid Scholarship Winner - Vivian Cabrales (Central); Christopher Elementary School, San José
- CE - Sandra Nevarez (SCTE); Aloha Elementary School, Lakewood
- AM - Gregorio Luke (SCTE); Museum of Latin American Art, Long Beach
- CE - Kathleen Daley-Obrist (GSDCTE); Montgomery High School, San Diego
- AM - La Jolla Playhouse (GSDCTE)
- CE - Jean Burress (TUCATE); Royal Oaks Elementary School, Visalia
- CE - Jeff Williams (FACET); Clovis West High School, Fresno

AM - Chris Hubbard (FACET); McDougall-Littell, Clovis
CE Secondary - Pirette McKamey (Central); Mission High School, San Francisco
CE Middle - Adelaide DeMadeiros (Central); George V. Leyva Middle
School, San José
Distinguished Service Award - Cheryl Joseph (Central) Sunday Brunch

Rippee moved to accept the slate of award winners, Hase seconded. MOTION CARRIED

Jamey Gesseman has been nominated for the Marilyn Kahl Scholaship Award. She's a 5th grade teacher of Marin City, of Sonoma State Writing and Literature Project.

McAninch moved, Hase seconded that we approve Jamey Gesseman for the Marilyn Kahl scholarship award. MOTION CARRIED.

California Teacher of the Year - Alan Sitomer (SCTE); Lynwood High School, Lynwood, will also be recognized at CATE Fresno for his award given in Sacramento as he is a CATE member and previous Classroom Excellence winner.

Conference Registrar has agreed to serve another 3 years after May. He asked that with purchase orders the fee be increased from \$3 to \$4, when his contract is renewed. Lots of kudos to E. Hase.

Hockensmith had a discussion item regarding a booklet for new members of the executive board regarding questions that new members need answered. P. Fristrom agreed to develop such a booklet for Board members.

Note registration is not paid for the convention. Board members are encouraged to attend meals as well as the convention..

The only meal function where there is a reserved table for board members is the Saturday banquet which has reserved tables in the front of the dining room. Board members will sit among the other attendees for all other functions. Room expenses are paid for the entire convention. General reminders about board expectations at the Convention were discussed.

Rippee moved and McAninch seconded to adjourn the meeting. MOTION CARRIED.

Meeting adjourned at 11:55 A.M.

TO DO LIST:

Bring books for New Teachers Reception

Bring wrapped gifts or regifted items for exhibitors' door prize gifts.

Williams will communicate with NCTE regarding California membership in NCTE after Feb. 1st.

Council Presidents, be sure newsletters from councils are sent to Medford as well as shared to all other councils.

Williams: Create poster map for booth, and contact Precision for a list of counties in each council to verify.

Membership committee members will select a sticker for turning in leadership cards.

Get Lucinda pins, CATE and READ and WRITE pins, to sell and provide some free CE copies, possibly free books from retired teachers, and candy.

Hockensmith to create Powerpoint presentation for membership booth.

Surabian will place announcement in program for drawing of iPod.

Berry will place announcement in agenda of business meeting of iPOD drawing. Council presidents are reminded to submit logos, photos etc. of events for inclusion in the Powerpoint presentation in digital forms to Hockensmith. Signs needed- turn in leadership card. Get your membership gift here. Sun Valley needs to be put on the sign. Need to find bags and ribbons to bag up the gifts. Need flowers for Membership Booth. Himel needs to provide promotional items for 2008 for membership booth. Need signup sheets for working in membership booth at Convention for February meeting.

Cirimele sent a letter to members whose memberships were expiring and will forward that letter to Williams as a sample for other councils.

Members should come to next meeting with items that they would like to see incorporated into the budget at the May meeting so that the committee can begin to discuss and make recommendations for a comprehensive budget so that there is not additions made throughout the year. Some of the budget items that were Resolution Chairs will need laptops with floppy discs or memory stick for the meeting at the Convention.

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