



**WACAC Executive Board Meeting
Minutes
February 10, 2020
The Citizen Hotel, 926 J St, Sacramento, CA
Quorum Room
10:00am - 1:00pm**

In Attendance: Lauren Cook, President; Marc McGee, Past President; Philip Moreno, President Elect; Mary Connolly, Secretary; David Wilmot, Treasurer; Keith Sanpei; Matt Lane; Archie Douglas; Linda Dannemiller; David Mills; Amy Krueger; Sam Schreiber; Marie Bury; Jessica Greene; Margaret Iseid; Kristine Shay; Candice Mackey; Herbie Walker; Gabrielle McColgan; Jenny Uribe; Rebecca Munda.

Myra Castro, Ex officio; Deanna Kilgour, ex officio; Jeff Morrow, WACAC Past President (2016-17) guest.

1. **Call to Order:** Lauren Cook called the meeting to order at 10:01am. Introductions and check in. Review of agenda.
2. **Minutes from CalTech Meeting:** Lauren asked the board to review and offer corrections. No questions or corrections. Minutes approved.
3. **General Committee Discussion**
 - a. Finding Chair-Elects; planning a thoughtful transition. Not every committee needs a chair elect. Now is the time to think about potential board members, keeping in mind different categories of membership. Check with your presidential liaison on ideas. Think about the transition of committee members as well. Elects would be expected to attend summer retreat.
 - b. Budget process for 20-21: In David W absence, more on this when he arrives.
 - c. Feedback query re: WACAC employees. Lauren explained that the Executive Committee has worked to tighten up the HR part of the organization, including reviews and reflections.
4. **Reports** (questions and/or requested discussion only)
 - a. Admission Practices. Archie mentioned the National AP committee will be speaking tomorrow.
 - b. College Fairs: Herbie reports registration is going well. Over 50% at most sites, new sites Central Coast and San Diego are in the 30%^s. means they will break even. Lauren wondered about a rural blog for the website tying in to the Central Coast fair. Lauren had a revenue question specifically about fair at the conference, e.g., which committee should show income and expense from fair. Consensus is for this year it is an "extra" fair and should be under conference but in sites where there is an existing fair it should be in College Fairs. Herbie mentioned spreading out dates and will revisit in more depth in May.
 - c. Conference: Phil and Keith. Registration open. If needed, Phil will send the Exec Board coupon code for registration for early bird rate. Reviewing sponsorship opportunities and dividing those. Logistics coming together. Great committee and

- just under 30 scholarships have been awarded. Marc reported that 109 session proposals, only need 80. Session proposal decisions will be out on Feb. 21.
- d. Communications. David Mills will connect with Marie Bury on social media for SLC events. Will work with Jessica Greene on Transfer blog post. David has a large committee, which will review the WACAC website for relevance and editing. Phil reported that the conference will be aided by Communications to publicize the conference.
 - e. Development: Sam reported on the different fundraising ideas for the conference (dunk tank w/silent auction), honor a mentor. Lauren confirmed that the bidding for dunkees would happen at membership meeting. Sam is looking into tech bidding vs. paper.
 - f. Executive Committee. Lauren reported on financial reporting, membership numbers, procuring a lawyer for organization audit, the proposed bylaw changes for past president and treasurer lifetime memberships. Looking at a WACAC inclusion statement. next meeting Friday, May 8 at Chapman University.
 - g. Governance & Nominations. Marc reviewed the committee's goals for the nominating part of the committee: 6 Assembly delegates, Secretary, Treasurer elect, President elect. reiterated the desire to mirror membership population plus transfer and CBO representative. Marc reviewed the proposed Bylaw changes will be sent out electronically for a vote with specific wording and then to membership. All affiliates' bylaws are being reviewed by NACAC and some of these bylaw changes are originating from NACAC. April 3 is the target date for vote. Lauren added that each SLC session and the conference will include information about WACAC for education purposes. Discussion ensued on all topics.
 - h. GRAC: Breanne discussed the preparations for the upcoming (later today and tomorrow) legislative conference. Assembly member Miguel Santiago will get GRAC award.
 - i. IEC Ad Hoc: Lauren notes that Stacy Kadash is not present. Stacy is serving on the conference session committee.
 - j. IDEA: In Nikki Chun's absence, Lauren and Phil updated on the IDEA preconference session. The board is encouraged to review her report and proposed funds allocation.
 - k. Inter-Association: Catalina Cifuentes was absent at the last minute due to illness. Her board report highlights the PPS credential proposal.
 - l. Membership: just over 2700 members. The free public high school membership has increased way beyond expectations. Next steps were discussed to engage new members. Noted Nevada membership at 138. Gabrielle McColgan asked chairs whether the volunteer names entered under membership are utilized and what she and Amy Krueger are working on, to streamline and strengthen volunteer experience.
 - m. Nevada Issues: Yvonne Hicks is not present. Lauren pointed the board to her submitted report.
 - n. Professional Development: Marie Bury reported that SLC registrations are down quite a bit. She has undertaken several mailings. District Directions and LDI are over and went well. Toolkits are under review.
 - o. Public School Counselor Ad Hoc. Margaret Iseid is wondering about the committee moving forward when the two year time frame of the ad hoc status is completed. Board discussed what the options would be. Margaret is also working on revising the public school counselor toolkit on the WACAC website.
 - p. Transfer Advocacy: Esperanza Bernal is not present. Lauren knows she is working on transfer sessions at each SLC. Lauren is seeking input for transfer needs especially in review of strategic planning.

5. **Treasurer's Report:** David W. reviewed the financial report for the board to review including balance sheet, the three year budget report, the profit and loss. WACAC remains fiscally healthy. David W. also reviewed the budget process for committee chairs. He will send P&L with categories, used as a guideline for budget proposals. The Exec Board will review and vote at the annual conference and bring to membership during the conference.

Old Business

1. **Strategic Planning: Lauren asked for the board's input on the strategic plan.**
 - a. Review of Process
 - b. Content Discussion
 - i. Major Category approval: Discussion around the categories and how the specific sub points tie to each other. The tone resonated with the board.
 - ii. Bullet point edit and review: Ex Comm reviewed and was generally good.
 - iii. Next steps: Lauren asked about the reality of where the board will go with the document. How will the document move forward and how can committee chairs use it for specific planning. The plan will be included in a session at the conference.

New Business

1. Ad Hoc future planning; free CBO membership. Lauren noted that this has been discussed earlier in the meeting and the board decided to postpone for one year.
2. Testing Advocacy (Todd Hicks requests) Discussion around Todd's proposal. Concern with allowing a table. Gabi McColgan suggested a session proposal. Marc will allow for submission. David W will follow up.
3. Revenue collection for job board postings. Lauren is going to table this for future discussion. Other affiliates do charge.

Adjournment: Lauren asked for motion to adjourn. Linda Dannemiller moved, Sam Schreiber seconded. Motion passed unanimously at 1:03pm

Next Meeting: [WACAC Annual Conference \(Long Beach, CA\), Tuesday May 26, 1:00-4:00pm](#)