



CALIFORNIA CONTRACT CITIES ASSOCIATION

**EXECUTIVE BOARD MEETING MINUTES – JANUARY 11 2010**

*Location:* Hyatt Regency Hotel (Capitol View-15<sup>th</sup> Floor) Sacramento, California

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**Board Members:**

*Present:* President Lois Gaston, Vice President-elect Laura Olhasso, Secretary/Treasurer John Noguez, Directors-at-Large Stefan Wolowicz and Kris Valstad, Past President Frank V. Zerunyan, Committee Chairs Randy Bomgaars, Margaret E. Finlay, Darrell George, Mario Guerra, Diane Martinez and Douglas Stern.

*Absent:* James R. Bozajian and Bob Archuleta.

*Quorum Present?* Yes

*Others Present:* CCCA Staff Sam Olivito, Executive Director and Tony Olivito; Legislative Committee Members Emmett Badar, Tony Cartagena, Charlotte Craven, Harold E. Hofmann, Jeffrey Prang and Ray T. Smith; West Hollywood Council Member Lindsey Horvath; City of Carson Staff Member Barry Waite; Willdan personnel Tom Brisbin and Frank Tripepi; and Fran Mancia, MuniServices.

**Proceedings:**

- Meeting called to order at 7:25 a.m. by President Lois Gaston.
- The meeting Minutes of December 2, 2009 were presented by Secretary/Treasurer John Noguez. Motion was made by Margaret E. Finlay, seconded by Stefan Wolowicz to approve the meeting Minutes as distributed. Motion adopted unanimously.
- The Treasurer’s Report for December was presented by Secretary/Treasurer John Noguez. Motion was made by Stefan Wolowicz, seconded by Margaret E. Finlay to approve the Treasurer’s Report and authorize payment of the Schedule of Disbursements for the month of December. Motion adopted unanimously.

**Beginning Balance as of December 1, 2009**

Operating Fund .....	\$212,286
PAC Fund.....	\$21,728
Cash in CD's.....	\$186,343

**Receipts**

Operating Fund .....	\$14,845
PAC Fund.....	-0-
Cash in CD's.....	-0-
Total Funds .....	\$435,202
Total Disbursements .....	\$32,876

**Balance as of December 31, 2009** ..... \$402,326

**President Gaston – Comments and Announcements:**

- President Gaston introduced Frank Tripepi of Willdan, who introduced Tom Brisbin, President/CEO. Tripepi gave a brief history of the relationship between Willdan and CCCA. Brisbin and Tripepi presented a check to CCCA in the amount of \$15,000.00, for dues in the Associate Members Program as a platinum contributor and first paying member.

**Legislative Committee Report provided by Laura Olhasso, Chair:**

- Olhasso distributed the schedule and group assignments for small group meetings with Legislative Leadership.
- Olhasso reviewed issues to cover for the lunch briefing in the Governor's office. Members were urged to report back on their small group meetings and leave talking points with legislators.
- Olhasso provided the primary goals of the 43<sup>rd</sup> Annual Sacramento Legislative Orientation Tour: Establish a major presence for our member cities in Sacramento; Demonstrate a united front dedicated to educating legislators and members of the executive branch about contract cities and the contracting system; Act as the eyes and ears for member cities.

**Nominating Committee Report provided by Randy Bomgaars, Chair:**

- Approval of the Committee's recommendation to elect Laura Olhasso of La Cañada Flintridge, as Vice President, took place in December at the monthly Board of Directors meeting. A quorum was not present; therefore, ratification of the recommendation would take place during the welcome reception.
- Notice requesting candidates to serve as an Officer for the 2010/11 administrative year is being prepared for distribution in February. Open seats include Secretary/Treasurer, Vice President and two Directors-at-Large. After review of candidate letters, the Committee will make their recommendation to the Board of Directors in March. Annual Election of Officers for 2010/11 takes place in April at the regular Board of Directors meeting, being held in Duarte.
- Members of the Committee are Diane Martinez-Paramount, Douglas Stern-Rancho Palos Verdes, Mario Guerra-Downey and Margaret Finlay-Duarte.

**Budget and Audit Committee Report provided by Mario Guerra, Chair:**

- Guerra reported he met with Executive Director and discussed the budget approval process.
- The Committee met in January to review and prepare the 2010/2011 budget.
- A budget summary and the Committee's proposal were distributed for review and adoption.
- Guerra explained that in light of the economic downturn and the potential for a reduction in participation at special events, the Committee designed a fiscally conservative budget.
  - *Motion was made by Laura Olhasso, seconded by Stefan Wolowicz to receive and review the budget proposal as submitted by the Budget and Audit Committee; and refer it for action at the February Executive Board meeting. Motion approved unanimously.*

**Adjournment:**

There being no further business to conduct or actions required, President Gaston adjourned the January 11, 2010 Executive Board meeting at 8:15 a.m.

Respectfully submitted:

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John Noguez  
Secretary/Treasurer

Recorded by: Sam Olivito, Executive Director