

**CATE Board of Directors Meeting**  
**May 2, 3, 2015**  
**Doubletree Burlingame**  
835 Airport Blvd, Burlingame, CA, 94010,  
**Phone Number: 866-460-7456**

**Saturday, May 2, 2015**

**8:00-8:30 Continental Breakfast**

If reports were not sent and posted by May 1 as requested, then bring 25 copies and place on the information table for board members.

**8:30 -10:30**

**I. Call to order**

**II. Consent Docket**

The following item of business may be voted upon by a single vote of the Board without discussion, unless and except for any item which anyone of the Board desires to have discussion about at the meeting, in which case, each item so noted will be withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket:

- A. Approval of February 2015 Minutes
- B. Adoption of May 2015 Agenda

**III. Board Reports**

**A. President (Mikkonen 10 min.)**

- 1. Success of CATE 2015
- 2. Minutes/Agendas updated in CATE Web
- 3. Elections ratification
  - 1. Action item

**B. Vice-President (Guina 5 min.)**

- 1. Attendance at Meetings
- 2. Meeting dates and possible sites for 2015-2016

**C. Past President (McAnnich 10 min.)**

- 1. NCTE Convention: November 19-22 in Minneapolis
- 2. CATE 2016 in Costa Mesa
  - A. Virginia Reid - Southland
  - B. Classroom Excellence

Elementary – Capitol, Redwood  
Middle – Southland, TUCATE, Upper  
Secondary - Central, Kern  
College – Fresno, San Diego

**ALL PACKETS FOR NOMINEES MUST BE COMPLETE AT DEC MTG**

C. Awards of Merit – recognizes persons or organizations

D. Distinguished Service – Nominations invited from Past Presidents in June; also, nominations may come CATE Board of Directors, CATE Councils or by petition from 20 CATE members.

3. Fristrom and Henke Scholarships - Southland

**D. Secretary (LeCren 5 min.)**

1. Directory Update
2. Business Cards
3. Request for submission of clearly written reports

**E. Treasurer (Johnson 15 min.)**

1. Financial Report
2. Reimbursement updates/reminders
3. Budget Proposal
4. Other

**F. Membership Chair (Williams-5 min.)**

1. Membership Increase
2. Written instructions for conferences
3. Fee increase in July
4. Electronic rosters

**G. Convention Chair 2017 (??- 5 min.)**

1. Convention evaluations
2. Other

**H. Convention Chair 2016 (Stallones –10 min )**

1. Chair positions filled and positions still to fill
2. Speakers
3. Sponsors
4. Program/Presenters/Strands
5. Other

**I. Convention Coordinator (Berry 15 min.)**

1. Successes and kudos for CATE 2015
2. Feedback received and noted from BOD, Cindy, Nancy, Punky
3. Committee discussion: registrar concerns, 2016 progress
4. Updates on future conventions: 2016 Costa Mesa/OC; 2017 Santa Clara; 2018 San Diego; 2019 RFP's to Bay Area and Sac; 2020 RFP's to SoCal area
5. Other

**10:00- 10:20 Break**

**10:20-11:15**

**V. Report of Liaisons**

- A. CTA Martinez
- B. CWP Marlink
- C. CLRP Jago
- D. California English Jago
- E. CCSS Younglove
- F. CYRM

**VI. Report by CATE Councils**

- A. Capitol (Dunstan)
- B. Central (Dillon)
- C. Fresno (Santos? )
- D. Greater San Diego (Ugalde)
- E. Kern (Flachmann)
- F. Redwood (Wozny)
- G. Southland (Lockwood)
- H. TUCATE (Surabian)
- I. Upper (Stark)

**11:45-12:45 Lunch**

**VII. Standing Committee Meetings**

Give minutes, preferably sent via e-mail (exactly the way you want them to appear in the minutes) to Secretary LeCren by the end of the meeting.

- A. Convention Coordinating: Michelle Berry, , Charleen Delfino, Trevor Guina, Greg Johnson, Nancy Himel, Liz McAninch, Denise Mikkonen, Marina Santos, Susan Dillion, Janis Stallones, Mary Adler**
  - a. Successes and kudos for CATE 2015
  - b. Feedback received and noted from BOD, Cindy, Nancy, Punky
  - c. Committee discussion: registrar concerns, 2016 progress
  - d. Updates on future conventions: 2016 Costa Mesa/OC; 2017 Santa Clara; 2018 San Diego; 2019 RFP's to Bay Area and Sac; 2020 RFP's to SoCal area
  - e. Other
  
- B. Policy and Censorship Policy/Censorship: Angus Dunstan *Resolutions – Jill Hamilton-Bunch, Gini Wozny, Carol LeCren, Carol Jago, Jayne Marlink, Debra Martinez, Kristy Orona-Ramirez, Bill Younglove, Patrick Keough,***
  - 1. CCSS update (Bill Y)
  - 2. Resolutions
  - 3. Budget Priorities

**C. Leadership:** Carol Surabian, Pam Stark, Kim Flachmann, Richard Hockensmith, Courtney Lockwood, Jeannine Ugalde, Joan Williams, Carmen Carrillo, Sue Sommers

1. Offices due for election in 2016
2. Recruitment for 2016 ballot
3. Budget Priorities
4. Set goals for 2015-2016
5. Other

**2:30-2:50 Break**

**2:20-5:00 Committee Reports and Discussion**

**VIII. Committee Meeting Reports**

- A. Convention (Berry)
- B. Policy/Censorship (Dunstan & Hamilton-Bunch)
- C. Leadership (Surabian)

**IX. Group Discussion**

- A. Concrete suggestions for budget reduction
- B. How can funds best serve the membership? How do we increase membership?

**X. 5:00-6:00**

**Presidents' Meeting**

**Sunday May 3, 2015**

**8:00-8:30 Continental Breakfast and conversation**

**8:30-8:35 Call to order, reports and announcements**

**8:35-9:45**

**XI Report of Presidents' Meeting**

**XII Standing Committee Meetings**

Give legibly written minutes (exactly the way you want them to be in the board minutes) and delegated tasks to be included in the minutes to Secretary LeCren by the end of the meeting.

**A. Executive Finance Trevor Guina**, Michelle Berry, Carrie Danielson, Charleen Delfino, Angus Dunstan, Greg Johnson, Denise Mikkonen, Nancy Himel, Liz McAninch

1. Compare budget to last year's budget
2. Are additional Budget cuts required?

**B. Publications:** –Gini Wozny, Carol Jago, Jayne Marlink, Patrick Keough, Kristy Orona-Ramirez, Marina , Bill Younglove, Mary Adler, Sue Sommers,

1. Discuss Writing Contests
2. Web-site update
3. CE
4. Budget

**C. Membership: Joan Williams**, Pam Stark, Kim Flachmann, Richard Hockensmith, Courtney Lockwood, Debra Martinez, Carol Surabian, Jeannine Ugalde, Carmen Carrillo, Susan Dillion

1. Review and redesign CATE communications
2. Budget needs
3. Review policies from December
4. Other

**Break 9:00-10:00**

**10:00 to 10:45**

**VIII Committee Meeting Reports**

- A. Executive Finance (Guina)
- B. Publications (Wozny)
- C. Membership (Williams)

**IX Old Business**

**X New Business**

**XI. Adjournment (10:45 goal)**

**Have a great summer!**