

CATE Board Minutes
September 14-15, 2013
San Diego, CA 92108

Present:

Liz McAninch, Michelle Berry, Gina Cole, Carrie Danielson, Susan Dillon, Angus Dunstan, William Foreman, Anne Fristrom, Punky Fristrom, Greg Johnson, Jill Hamilton-Bunch, Nancy Himel, Richard Hockensmith, Jim Kliegl, Carole LeCren, Courtney Lockwood, Denise Mikkonen, Thomas Soto (substitute for Meghan Schimmel, FACET,) Jeannine Ugalde, Joan Williams, Bill Younglove, Visiting from GSDCTE Daniella Sow.

Absent: Bob Chapman, Charleen Delfino, Kim Flachmann, Carol Jago, Jayne Marlink, Debra Martinez, Carol Surabian

Call to Order: 8:41

I. Introductions

- A. Welcome to Trevor Guina and Courtney Lockwood, new CATE Board members
- B. Welcome to Thomas Soto (who substituted for Meghan Schimmel) of FACET and Daniela Sow (visiting from GSDCTE),
- C. CATE Board members introduced themselves and suggested books.

II. Approval of the Minutes. **Moved by Dunstan, seconded by LeCren. Motion approved.**

III. Approval of the Agenda. **Moved by Dunstan, seconded by LeCren. Motion approved.**

IV. Consent Docket. **Foreman moved to accept as posted here:**

Advisory Board: S. Dillon, Chair, Berry, Chapman, Delfino, Foreman, A. Fristrom, P. Fristrom, LeCren, McAninch, Surabian, Williams, Younglove
Standing Committee Chairs: Executive Finance – S. Dillon, Policy/Censorship – A. Dunstan, Resolution Sub Committee – B. Foreman, Convention Committee – M. Berry, Leadership Committee – C. Surabian, Membership Committee – J. Williams, Publications Committee – R. Chapman

Motion seconded by Williams. Motion approved.

V. CATE Board Reports

A. President's Report

1. Thanks for everyone's support last year, particularly at the convention.

2. Goal to increase attendance at CATE

a. Asilomar attendance has increased.

b. CCSS money is being released

c. Two CATE Award winners

1. Kristy Orona-Ramirez is one of NCTE's Intellectual Freedom Awards winners

2. Tracy Sprague is awarded NCTE's High School Teacher of Excellence.

3. Numerous positive responses about new *California English* and suggestions for resolutions

B. Vice President's Report

1. Dec. 7-8 is the next CATE Board meeting. Burlingame

2. Feb. 13 at the Town and Country Hotel, San Diego

3. May 3-4 Doubletree, San Jose

C. Past President's Report

1. Classroom Excellence awardee's complete information must be turned in at the December Board meeting.

2. Award of Merit nominations are due at the same time.

3. Virginia Reid Award is for San Diego this year.

4. Applications for the Marilyn Kahl and Henke/Fristrom should be encouraged.

5. Distinguished Service Award nominations are due at this (Sept) meeting.

5. President, Vice, President, MAL College and MAL Middle are due for election in 2014.

D. Secretary Report

1. The roster is on CATEweb.org and is updated.

2. Board Only link is accessed by a user name and password. Contact the Carrie for that information.

3. Minutes should go to NCTE after each meeting

4. Policies are updated and posted to CATEweb.

5. CATEweb needs to be updated and perhaps each standing committee can be responsible for updating a webpage.
6. Suggest an email that is generic for CATE.
7. Binders and packets of documents were distributed to new board members.

E. Treasurer's Report

1. Checking Account	\$13,982.13
Vanguard GNMA	\$56,960.11
<u>Vanguard 500 Index Fund</u>	<u>\$46,893.69</u>
TOTAL	\$117,835.93

2. CATE 2013 did better than expected. Congratulations to all involved in making it financially successful.
3. A committee looked at the treasurer's books for 2012 and found that all was in order.
4. Please submit papers and receipts for reimbursements.
5. Council treasury reports will be compiled and given to CPA for tax returns. CATE files for individual councils
6. **Moved by Foreman and seconded by Mikkonen to accept the treasurer's report. Motion approved.**

F. Membership

1. There is always a fluctuation of membership according to the location of the CATE Convention.
2. Precision will bring brochures for recruitment.
3. CATE MEMBERSHIP REPORT

May 2013

# COUNCIL	9/11	11/11	2/12	5/12	9/12	11/12	2/13	5/1	+/-
1 Redwood	24	28	25	29	24	24	25	22	-3
2 Upper	31	30	7	12	13	13	7	19	+12
3 Capitol	83	80	21	28	32	66	61	82	+21

4 Central	235	252	177	207	203	203	168	303	+135
5 Fresno	24	22	15	31	32	36	17	27	+10
6 TUCATE	11	9	8	16	51	51	47	48	+1
7 Kern	70	68	49	78	73	69	34	43	+9
8 Southland	271	334	250	470	466	415	189	216	+27
9 San Diego	77	78	68	82	81	77	65	63	-2
50 Out-of-state	16	16	11	17	16	17	8	12	+4
55 Libraries	17	17	17	17	16	15	15	15	--
99 Comps	1	1	1	1	1	1	2	2	--
TOTAL	860	935	648	988	1008	987	638	852	+214

4. Williams participated in the advisory board call on April 22 and reviewed the budget for possible changes.

5. Membership numbers have risen substantially, partially due to the renewals that will take place with convention registration. We do have fewer members than we had last May, however.

G. Convention Coordinator

1. Golden Ink provided flyers at a cost break so it was the same cost as in the past.

2. Flyers available for distribution.

3. Meeting with Town and Country

a. Negotiations about break-out rooms are ongoing.

b. A meeting with Town and Country will occur at lunch today.

4. **Search committee and Michelle Berry moved to approve Nancy Himel as Exhibits Manager, seconded by LeCren on a one-year basis as ESA Manager . Motion approved.**

5. Many suggestions from the last CATE Board meeting will be implemented to add life and vibrancy to the Exhibit Hall.

6. Email and personal contacts have gone out to past exhibitors.
7. Yosemite Conference room block reduction still needs to be accomplished.
8. Suggestion that policies be written to more closely oversee contracts into which individuals and councils enter.
9. CATE Facebook Page is active and both Michelle Berry and Kristy Orona-Ramirez have been posting on it.

H. Exhibits Manager

1. CATEweb Exhibits page has been updated.
2. The personal contact has been helpful and some exhibitors are returning.
3. Some exhibitors may do presentations in the exhibit hall.
4. Nancy is trying to get more electronic and technology exhibitors.
5. Posters were donated and can be distributed.
6. Perma-Bound will donate bags.

I. Precision Assembly

1. Introductions of Bob Johnson and Amanda ?
2. Discussion of the structure of Precision and its mission.

VI. Standing Committee Meeting

A. Policy and Censorship

1. Legislative Update

AB-484--Backed by Torlakson--To suspend the testing for next spring. It would mean that students won't be double tested. (CCSS and CST). Governor Brown indicates that he will sign it. Duncan said not to do it or the federal government might suspend Title I funds to California.

2. Review of Policy 5.1--Changes in numbering...SEE CHANGES BELOW

- 3. Dunstan moved and Kliegl seconded that there be no change to Policy 5.1 and that Policies 5.2-5.4 be moved to create 11.1-11.3 called Relationship to NCTE. Motion approved.**

POLICY 11.0 RELATIONSHIP TO NCTE

11.1 Liaison with NCTE

1. Members of the CATE Board of Directors must be members of the National Council of Teachers of English.
2. CATE encourages all CATE members to become members of NCTE
3. CATE encourages all eligible councils to become affiliates of NCTE.

11.2 Appointment of Directors to the Annual NCTE Business Meeting

1. The CATE President and the CATE liaison officer to NCTE (the immediate past president) will represent CATE at the annual business meeting of NCTE.
2. In the event that it is possible to select other directors and alternates, the president shall observe the following priority sequence:
 - a) vice-president,
 - b) Convention Coordinator,
 - c) policy and censorship/SLATE chair,
 - d) membership chair,
 - e) secretary
 - f) members-at-large (taking into account seniority service).
3. Under the guidance of the Convention Coordinator the directors appointed to the NCTE Convention shall invite exhibitors who exhibit at that convention to exhibit at the CATE Convention.

11.3 CATE Nomination for NCTE Offices

1. The NCTE liaison officer (immediate past president) will contact NCTE headquarters prior to the final CATE Board meeting each year in May for the list of NCTE offices open for nomination in the following year and forward the list of openings to local councils.
2. Prior to the September CATE Board meeting, local councils will identify possible candidates for NCTE offices. The local council representative will notify the CATE Board of their intention to nominate an individual for a particular NCTE office. Local CATE councils may seek support for their candidates from other council and/or the CATE Board itself.
3. Local CATE council representatives will supply complete supporting biographical data of their nominee(s) to the CATE president by October 15.
4. The CATE president or designees will address the appropriate NCTE and section nominating committees in support of CATE candidates who meet the requirements of Policies 5.4.2 during the annual NCTE convention in November.
5. The CATE president and CATE board of directors may take appropriate actions to support the candidacy of any CATE member running for an NCTE office.

Expires 9/16

4. Discussion of letter from Barbara Cambridge, Director of NCTE/DC regarding three issues: Support the National Humanities Council, Vote to support Improving Literacy Instruction and Student Achievement (Senate ESEA 2013), Continue to fund Striving Readers Comprehensive Literacy Program. She would like CATE to urge people to contact their congress representative regarding these issues.
5. Resolutions
 - a. We need a way to gather and send information to our colleagues throughout the state.

b. We need to find a way to motivate discussion and disperse more complex information to a larger number of people.

6. The committee suggests that CATESOL be invited to come to a future CATE Board meeting.

B. Convention Committee

(2014)

1. Mock-ups of the President's Reception and thank you to presenters were shared. The exhibit hall drafts from Curtin won't work as they've designed the space for both ballrooms, instead of Golden Ballroom, only.

2. Report of 2014 Chair (LeCren)

a. Some chairs announced:

i. Bill Foreman and Carole LeCren will do program chair duties together.

ii. Angus – Volunteers

iii. Richard – Registration

iv. New Teachers Booth – Akiko Morimoto

v. Kathleen Daley Obrist – meal decorations

vi. College credit, bookstore and autograph is still being worked on

b. CYRM – Friday lunch, Sharon Draper (middle school), but CYRM people have "assigned" two books to be acknowledged at our luncheon. Sharon Draper's publisher will donate 250 books.

3. Two Minutes for CATE (based on theme) volunteers

Five Board members volunteered: Carrie Danielson, Punky Fristrom, Susan Dillon, Jill Hamilton-Bunch, Bob Chapman. (One more will come from GSDCTE.) Topics will be decided by December meeting.

4. Speaker introductions: Richard Hockensmith for Taylor Mali; Nancy Himel for Ellen Hopkins; Jeanine Ugalde for Zoreh Ghahremani; Angus Dunstan for Richard Lederer; Courtney Lockwood for TA Barron.

5. Exhibit Hall changes – New floor plan drafts will be designed to accommodate correct space, and include registration, workshop area, and food/beverage service, along with 50 booths.

6. Council and Board support – The Convention Committee anticipates continued support of each council: matching last year's donation, and time to volunteer where needed.

7. CATE 2015 San José update (McAninch)

Nothing to report yet, except that there are new members on Central Council, which will feed the local convention committee.

8. CATE 2016 Costa Mesa/OC update – Our contract/account has been passed through many hands at the hotel due to transfers and resignations, but is very close to being finalized.

9. Future contracts for regional conferences

President's Handbook should include the recommendation that presidents, especially those considering their first conference, should seek support from treasurer and/or convention coordinator before signing contracts. Important to note that councils are expected to pay off whatever debt is incurred by their conferences, over as many years as it takes, as CATE will be required to pay the balance of the bill.

10. 2019 NorCal – ideas? This topic will be discussed at December meeting.

11. CHANGES TO POLICY 7.0-7.3 Motion by Michelle Berry to approve the changes to the policy as amended below:

POLICY 7.0 ANNUAL CONVENTION

7.1 Convention Chair

1. The convention chair is a director appointed by the president with board approval. The convention chair is responsible for all matters associated with the convention program.
2. The convention chair is appointed in February, two years before his or her convention, and serves an 18-month term beginning with the May Board of Directors meeting. The chair will remain on the Board until the May Board meeting following the convention for the purpose of making a final report.
3. Because the CATE annual convention is a statewide meeting, the convention chair shall make every effort to ensure on the convention program a balance among presenters of those representing geographic areas of the state; instructional levels, kindergarten through college; new and returning presenters; and members of various racial, ethnic, gender, geographic, and age groups.
4. Where appropriate CATE liaison groups shall be invited to participate as presenters or guests. [Consideration of reimbursement for expenses of these presenters or guests must have prior approval by the CATE Board.]
5. The convention chair shall refrain from publishing the convention fee structure in any convention materials until the treasurer and the convention coordinator have presented it to the Board for approval.
6. The convention chair will consult with the CATE Board about presentations of CATE awards and arrangements for other required CATE Board functions such as the annual business meeting.
7. In general it is the policy of the CATE Board to delegate to the convention chair the authority for planning the convention schedule and program with guidelines from the CATE Board of Directors and the Convention Coordinating Committee. The CATE Board of Directors will approve the convention budget.
8. The convention chair and local planning committee chairs will receive a 50% discount on registration, the number to be approved by the Board at the May meeting. The convention chair will receive complimentary convention meals.

7.2 Convention Coordinating Committee

1. The president is authorized to appoint a Convention Coordinating Committee to be headed by the convention coordinator and to include as members at least the current convention chair(s) and the subsequent year's chair(s), two council committee representatives and two members-at-large. The president will seek to balance the committee in terms of geographic areas, ethnic groups, gender, and teaching levels represented.
2. The convention coordinator is an appointed director whose three-year term begins in February and runs until May of the third year to provide overlap between coordinators. The position is subject to annual review.
3. The Convention Coordinating Committee ordinarily meets in conjunction with the Board of Directors meetings.
4. The purposes of the committee are to
 - Oversee the business end of conventions
 - Entertain creative ideas for future conventions
 - Propose to the Board major changes
 - Work with convention chairs to obtain major speakers for future conventions, and
 - Create and submit a convention budget for approval by the Board of Directors.
5. Overseeing the business end of conventions means that the convention coordinator, acting for the Board and the Convention Coordinating Committee, negotiates with hotel personnel for convention space, meal arrangements, and on-site hotel arrangements; and acts before and during the Convention as CATE liaison with hotel personnel.
6. The Convention Coordinator with the advice of the Coordinating Committee shall investigate potential sites for future conventions and be responsible for reporting to the Board, usually in May, the Convention Coordinating Committee's recommendations for future sites.

7.3 Exhibits Manager

1. The Board of Directors shall appoint the exhibits manager at the February Board meeting, for a term ending the last day of the annual convention in the next calendar year and shall confirm the appointment at the first meeting after April 15.
2. The exhibits manager shall work in coordination with the convention chair and convention coordinator, attending meetings or providing reports as necessary.
3. The exhibits manager shall prepare and distribute promotional material for exhibit space at the convention at no expense to CATE. The exhibits manager shall be responsible for all negotiations with exhibitors, including contracts, assignment of booth space, coordinating with the decorator, greeting exhibitors, assisting them as needed, and obtaining payment from them. The exhibits manager shall prepare and distribute to the CATE Board at the first meeting after the convention a convention exhibits report.
4. The Exhibits Manager shall also serve as the advertising manager for *California English* and the Convention Program, as well as serve as sponsorship manager.
5. All checks and money paid for booths, ads, and sponsorship shall be deposited into the CATE account as soon as possible and reported to the treasurer. The CATE treasurer then returns the agreed-upon commission to the exhibits manager after the collection of all fees..
6. The rate of commission will be established by the Board of Directors at the time the appointment is reviewed.

LeCren seconded. Motion approved.

C. LEADERSHIP COMMITTEE

1. RECRUITMENT: Recruitment of offices to begin 2014: Middle MAL, College MAL, Vice President, President. Kristy Orona-Ramirez has stated her desire to run again for MAL Middle.
2. BUILDING LEADERSHIP IN LOCAL COUNCILS: How do we reinvigorate local councils?
IDEAS:
 - a. N. California has local meeting at pubs with copies of books from local authors ready to sell. "Pints for Nonprofits"; N. California also has their own writing prompt with later due date – uses local writers as judges
 - b. Desire for meetings to become more social
 - c. Kern holds Back to School Event for Kern 4 – 6 at pub; want social – want to talk to other English teachers
 - d. San Diego – Our Stories Unite Us: held at local Mexican restaurant; Spoken Word Artist; book giveaways; take-away lesson for all grades (CATE Writing Prompt)
 - e. Teachers seem more willing to attend weekday evenings more than weekends
 - f. Charging for events (as opposed to free) seems to make the event more worthy of their time
 - g. Concern about large councils with potential members and/or membership widely separated geographically.

3. REVIEW POLICY 5.4 (11.3)

Motion to accept as written and amended by Ugalde and seconded by P. Fristrom. Motion approved.

5.4 CATE Nomination for NCTE Offices

1. The NCTE liaison officer (immediate past president) will contact NCTE headquarters prior to the final CATE Board meeting each year in May for the list of NCTE offices open for nomination in the following year and forward the list of openings to local councils.
2. Prior to the September CATE Board meeting, local councils will identify possible candidates for NCTE offices. The local council representative will notify the CATE Board of their intention to nominate an individual for a particular NCTE office. Local CATE councils may seek support for their candidates from other council and/or the CATE Board itself.
3. Local CATE council representatives will supply complete supporting biographical data of their nominee(s) to the CATE president by October 15.

4. The CATE president or designees will address the appropriate NCTE and section nominating committees in support of CATE candidates who meet the requirements of Policies 5.4.2 during the annual NCTE convention in November.
5. The CATE president and CATE board of directors may take appropriate actions to support the candidacy of any CATE member running for an NCTE office.

VII. Report of CATE Liaison

A. CCSS Report

1. Reports of resistance to the Common Core throughout the U.S. Despite that, 92% of the U.S. students will study under the Common Core.
2. Funds are going to districts and CATE needs to promote the convention as a cheaper and better professional development for the CCSS

B. CTA--Debra Martinez's report was posted online.

VIII. Report of CATE Councils

A. Capitol--posted

B. Central--posted

C. Fresno (FACET)--posted

D. Greater San Diego (GSDCTE)--posted

E. Kern--posted

F. Redwood--There are a lot of writers and artists in the area and the council is going to invite them to their meetings. They are interested to promote a presentation by Amy Stewart the author of *The Drunken Botanist*.

G. Southland--posted

H. TUCATE--posted

I. Upper--posted

IX.

- A. **P. Fristrom moved to reconsider the motion to accept Nancy Himel as an advertising chair, seconded by LeCren. Motion approved.**
- B. **P. Fristrom moved that Nancy Himel be appointed as Exhibits and Advertising Manager and be given a non-voting position on the board, Dunstan seconded. Motion approved.**

X. President's Meeting

- A. They are updating the President's Handbook and they will send it to Cindy when finished. They will bring a hard copy to the December meeting.
- B. Angus Dunstan was elected the President of Presidents.

XI. Standing Committees

A. Executive Finance

1. Update on financial situation for the Yosemite Conference. Michelle Berry will contact the hotel to change the room block in order to save money.
2. Changes to Policies 5.3 (now 11.2) **Moved by Dillon to accept the following changes to the policy, renumber them, and keep the rest the same.**

11.2 Appointment of Directors to the Annual NCTE Business Meeting

1. The CATE President and the CATE liaison officer to NCTE (the immediate past president) will represent CATE at the annual business meeting of NCTE.
2. In the event that it is possible to select other directors and alternates, the president shall observe the following priority sequence:
 - a) vice-president,
 - b) Convention Coordinator,
 - c) policy and censorship/SLATE chair,
 - d) membership chair,
 - e) secretary
 - f) members-at-large (taking into account seniority service).
3. Under the guidance of the Convention Coordinator the directors appointed to the NCTE Convention shall invite exhibitors who exhibit at that convention to exhibit at the CATE Convention.

Seconded by Guina. Motion approved.

3. The official CATE street address needs to be changed from Fristrom's and this committee proposes that it be Michelle Berry's address. (Secretary of State's form that has is sent to CATE every other year is easily changed to Fristrom's new address.) **Motion by Dillon and seconded by Orona-Ramirez to accept MichelleBerry's address as the *California English* address.**
4. Discussion of Exhibit Hall and the addition of workshops and demonstrations.

B. Publications

1. Olga Kolkino will still continue as CATE Professional Writing Contest Coordinator. If for some reason she is unable to continue, Bill Younglove will take over for the year.

2. Professional Writing Contest winners were chosen.

First place Brandy Price, Lake Balboa California "Mind the Gap: The Common Core as Social Justice" Second place Steve Rodriguez, San Diego, California "The Messy Pursuit of Rigor and Relevance"

3. Review of the the Policies 6.1-6.3 **Moved by LeCren to change 6.1 as follows and to leave 6.2 and 6.3 the same.**

POLICY 6.0 PUBLICATIONS

6.1 Council News in *CALIFORNIA ENGLISH*

Council committee presidents may submit advertisements to the *CALIFORNIA ENGLISH* editor with copy on major council committee conferences and other information appropriate to the statewide audience.

6.2 Editor of *CALIFORNIA ENGLISH*

1. The editor of *CALIFORNIA ENGLISH* is appointed by the CATE Board of Directors for a three-year term, subject to annual review, with additional one-year terms possible at Board invitation.
2. A newly appointed editor seeks bid from printers, presents them to the Board, and requests Board approval of a printer prior to his or her first issue. If necessary, the editor may follow this process to change printers during his or her tenure.
3. The editor performs or delegates the normal duties of editor, such as planning and seeking appropriate content for each issue, adding or dropping columnists, working with writers to improve otherwise acceptable manuscripts, rejecting unsuitable manuscripts, planning issue layout, and correcting proofs.
4. The editor serves as an ex-officio, non-voting member of the CATE Board, in order to remain current on CATE information that must appear in *CALIFORNIA ENGLISH*.
5. The editor receives for each issue an honorarium determined by the Board of Directors, with an amount for the editor's normal office expenditures.

6.3 Selection of the *CALIFORNIA ENGLISH* Editor

1. The search for a new editor of *CALIFORNIA ENGLISH* begins no later than September of the current editor's final year. The search includes formation of a Search Committee with notices in *CALIFORNIA ENGLISH* that an editor is being sought.
2. The Search Committee is chaired by a present or past CATE Board member knowledgeable in publications. The chair seeks for the committee CATE members who are knowledgeable about publications and seeks to balance the committee in terms of geographical areas represented, gender, ethnic groups and teaching levels.
3. The committee develops its own guidelines for applications, screening, and interviewing the candidates. Finalists are selected and notified by December 20. The finalists are interviewed during the February convention of the current editor's final year, and a recommendation made to the Board. The Board makes the final selection and notifies the new editor immediately.

Seconded by Dunstan. Motion approved.

4. Carole LeCren will coordinate the CATE Creative Writing Contest with Bob Chapman and will create an instruction sheet to be sent to all council writing coordinators. First place council winners will be judged at the state level during the December CATE Board meeting.
5. The committee discussed how articles in *California English* are edited.

C. Membership

1. Discussed CATE's need to contact and communicate with members. Cindy Conlin gave a proposal for \$875 to create a database that would help communicate with members. Goal is to automate CATE membership renewal notifications and limit mailed reminders

- Coordinating effective database and electronic membership communication between Precision and Cindy
- Cindy recommends limiting personal information
- Cindy proposes that she establish and maintain structure but not the database. To set up program Cindy would charge \$875 to build it
- Precision maintains database. Precision still manages it.
- Let members know we won't sell it, or contact them too often BUT will provide important information related to the organization
- Then coordinate an effort to contact people who haven't listed emails

Further research and information is needed prior to making the decision to go ahead. This database would work in tandem with Precision.

Motion by Foreman and seconded by Hockensmith to authorize Joan Williams to work with Cindy Conlin and Precision to help create a database and to spend up to \$1000 to accomplish it. (Friendly Amendment--To move the necessary money into the Membership line on the budget.)

Call for the question Kliegl, seconded by LeCren. Call for the question defeated.

Call for the question Dunstan, seconded by LeCren. Call for the question approved.

Motion approved.

The board requests that Joan Williams also explore the addition of a ListServe and report back to the board about the possibility and cost.

2. Listserv—we discussed the feasibility of using this database as a way to provide a listserv. Questions surfaced regarding monitoring and cost associated with a listserv or blog. We also discussed how it should be able to provide us with all information in one place.
3. Board members must be members of CATE and NCTE.
4. Renewal data from Amanda—we learned that summer reminders are not effective. We should consider holding all summer reminders to September.

5. Promotion of the reminders should include the concept of “going green.”
6. The committee feels that there is a need to increase the cost of membership.
7. The committee discussed ways to pull in members to the CATE Board and CATE membership.
8. Joan Williams will contact local councils' membership chairs about increasing membership and any issues regarding membership lists.
9. The committee discussed the idea that all CATE sponsored conferences should require membership to attend. If people don't join CATE, we don't gain the contacts for future mailings. After discussion, we decided to ask the presidents' handbook to include that “we strongly recommend” that small conferences require membership for conference attendees.

XII. Old Business

- A. Bill Younglove reported about Michelle Rhee, *StudentFirst*, and information about teacher evaluation.

XIII. New Business

- A. **Moved by P. Fristrom and seconded by Berry/Dunstan that the President be given authority to approve a committee to select the nominee for the Distinguished Service Award. Motion approved.**
- B. Bill Younglove reported on the Anne Frank exhibit at the Holocaust Museum that will be the biggest in the world (LA). (Opens late October)
- C. P. Fristrom reported about the new San Diego library that is opening in two weeks. Punky selected the quotations that are carved into the wall.
- D. P. Fristrom would like someone to take on the roll of parliamentarian.

Motion to adjourn by Joan Williams, seconded by Kliegl. Motion approved 11:49

Next meeting is December 7-8, 2013. Location Burlingame

Respectfully submitted,

Carrie Danielson

CATE Secretary

