

CATE Board of Directors Meeting

May 19-20, 2012

Doubletree Hotel

835 Airport Boulevard, Burlingame, CA 94010

650-344-5500

Saturday, May 19, 2012

8:00-8:30 Continental Breakfast and prepare for meeting in the Redwood Room If reports were not sent and posted on CATEWEB by May 17 as requested by Liz, then bring copies for all members and place them on the information table that is provided.

8:30 -10:30

I. Call to order welcomes,

II. Approval of February 2012 Minutes

III. Adoption of May 2012 Agenda

IV. Board Reports

A. President (Delfino 15 min.)

1. Suggestions for budget cuts

a. Look at savings by reducing schedule to three meetings a year instead of four.

b. Cancel CATEnet for savings of \$1,200

c. Reduce budget amount for speakers at convention by \$5,000

d. Reduce line item for Membership by \$300

e. Do not send anyone to NCTE Affiliate Conference

B. Vice-President (McAninch 10 min.)

1. Attendance at Meetings

2. Meeting sites and dates for 2012-2013

3. Posting Board Reports

4. NCTE Writing Contest

C. Past President (Chapman 10 min.)

1. CATE Election results

2. Upcoming NCTE elections

3. CATE Awards 2011

4. CATE 2013 in Santa Clara

a. Virginia Reid

b. Classroom Excellence

c. Awards of Merit

d. Distinguished Service

5. Other

D. Secretary (Danielson 5 min.)

1. Directory Update

2. Business Cards

3. Request for submission of clearly written reports

E. Treasurer (A. Fristrom 15 min.)

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

F. Membership Chair (Williams-5 min.)

1. Check membership numbers; see if you have increased or decreased
2. Current rosters are available; contact Joan with a request for a copy (end of May)
3. Congratulations to Ontario convention for helping to increase our membership.

G. Convention Chair 2013 (Potter/Dillon 8 min.)

We have been meeting to discuss:

1. Convention handbook and the chair positions that need to be filled
2. Securing speakers (a BIG thanks to all involved there)
3. Planning for Kick Off meeting June 9th in Modesto
4. Looking for sponsors for bags
5. Waiting to hear teacher of the year as possible speaker
6. Worked on filling some booths in exhibit hall
7. Encouraged local teachers to present
8. Convention Kick Off Mtg. 6/9 10:00-2:00 1021 Douglass Ave Modesto Please Come

H. Convention Chair 2012 (Jill Hamilton-Bunch 5 min.)

1. Gratitude
2. Convention Debriefing
3. Other

I. Convention Coordinator (P. Fristrom 15 min.)

1. 2013 Convention Update
 - a. Site
 - b. Contract
 - c. Negotiation
2. Exhibits Information
3. 2014
4. 2015

10:30- 10:45 Break

10:45-11:45

V. Report of Liaisons

- A. CTA Martinez
- B. CWP Marlink
- C. CLRP Jago
- D. California English Jago
- E. CCCC Younglove) report on Sunday

F. CYRM Delfino

VI. Report by CATE Councils

- A. Capitol (Dunston)
- B. Central (Dillon)
- C. Fresno (Taylor)
- D. Greater San Diego (Ledri-Aguilar)
- E. Kern (Flachmann)
- F. Redwood (Vacant)
- G. Southland (Himel)
- H. TUCATE (Surabian)
- I. Upper (Cole)

11:45-1:00 Lunch

VII. Standing Committee Meetings

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

A Executive Finance: L. McAninch, Michelle Berry R. Chapman, A. Fristrom, P.

Fristrom, J. Hamilton -Bunch, C Delfino

1. Compare budget to last year's budget
2. Discuss proposal from C Delfino
3. Do we need to cut a meeting? Which meeting is best?
4. Can we discover other budget cuts?

B. Publications: S. Dillon, K. Brown, C. Jago, N. Himel, J. Kliegl, R. Lauderbach,

J. Marlink, B. Younglove, A. Dunston,

1. Discuss Writing Contests
2. Discuss the suggestion to end CATEnet
3. Other suggestions to reduce expenses

C. Membership: J. Williams, C. Danielson, R. Hockensmith, L. Ledri-Aguilar, Martinez,

Mikkonem, Surabian, Taylor

1. Membership goals for 2012-13
2. Membership recruitment ideas
3. Suggestions for budget reduction

3:00-3:15 Break

3:15-5:00 Committee Reports and Discussion

VIII. Committee Meeting Reports

- A. Executive Finance Committee (McAninch)
- B. Publications (Dillon)
- C. Membership (Williams)

IX. Group Discussion

- A. Create Plans for 2012-2013
- B. Concrete suggestion for budget reduction
- C. How can funds best serve the membership—increase membership?

X. 5:30-6:30

Presidents' Meeting

Sunday May 20, 2011

8:00-8:30 Continental Breakfast and conversation

8:30-8:45 Call to order, reports and announcements
CCCC Report from Bill Younglove

XI Report of Presidents' Meeting

8:45-10:00

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 Danielson by the end of the meeting.

A Policy and Censorship Jim Kliegl, Bob Chapman, Carrie, Danielson, Angus Dunston, Carol Jago, Jayne Marlink, Debra Martinez, Bill Younglove,

1. Report on NCTE
2. Discussion of the new role of Policy and Censorship Committee including Resolutions. Did Resolutions fit it? How did it change? What were the benefits? Any negatives?
3. Advocacy as done by NCTE (is that good model for CATE?)
4. CTA Report. What is the effect on CATE

B. Convention Coordinating Punkey Fristrom, Michelle Berry, Susan Dillon, Kim Flachmann, Anne Fristrom, Jill Hamilton-Bunch, Nancy Himel, Cheryl Hogue Smith, Liz McAninch,

1. Report on 2012 Hamilton-Bunch
2. Report on 2013 Potter and Petersen
 - A. Local Committee
 - B. Convention Schedule
 - C. Speakers
 - D. Budget A. Fristrom
 - E. Fees
 - F. Tammy Harvey's contract for 2013 P. Fristrom
 - G. Registrar's Contract for CATE 2013 P. Fristrom
 - H. Program Chair's Expenses P. Fristrom
 - I. Suggestions for reducing budget

3. Report on 2014 Fristrom

4. Convention Coordinating Team for 2012-2013
 - Senior Convention Coordinator Punky Fristrom
 - Convention Coordinator Michelle Berry
 - Convention Adviser Cheryl Hogue Smith
 - Fristrom will fill the board position, Berry will continue as member-at-large, Smith will not attend board meetings

C. Leadership Jill Hamilton-Bunch, R. Hockensmith, L Ledri-Aguilar, R Lauderbach, D. Mikkonen, C, Surabian, S. Taylor, J. Williams

1. Check for offices that are due for election in 2013
2. Recruitment for 2013 ballot
3. Budget Priorities
4. Set goals for 2012-2013--cut, cut
5. Other

Break 10:00-10:15

VIII Committee Meeting Reports

- A. Policy/Censorship (Kliegl)
- B. Convention Coordinating (Fristrom)
- C. Leadership (Hamilton-Bunch)

IX Old Business

X New Business

Dates for Meetings 2011-12 Sept. 10-11; Dec. 3-4, Feb.26, May Mtg. will be an tech. meeting—Skype, or some other such program.

XI. Adjournment

Have a great summer