

Board of Director's Meeting

May 5 & 6, 2007

Four Points Sheraton at LAX
9750 Airport Blvd., Los Angeles CA 90045
(310) 645-4600

The meeting was called to order at 9:00 A.M. By President Michelle Berry. Members in attendance included:

Member-at-Large Bob Chapman	Member-at-Large Susan Karpowicz
CSDCTE Representative Carrie Danielson	CWP Liaison Jayne Marlink
Vice President Charleen Delfino	Member-at-Large Karen Martinez
Member at Large Susan Dillon	CCCTE Representative Liz McAninch
CCTE Representative Angus Dunstan	Past President Maureen Rippee
Treasurer Anne Fristrom	Convention Chair 2007 Pauline Sahakian
KERN Representative Greg Johnson	Redwood Representative Anne Sahlberg
Convention Consultant Kermeen Fristrom	Member-at-Large Cheryl Hogue Smith
CDE Liaison Mary Anne Goodwin	TUCATE Representative Carol Surabian
Resolutions Chair Tish Griggs	Secretary Lorraine Tracey
Convention Coordinator Teisha Hase	Membership Chair Joan Williams
SCTE Representative Lisa Hernandez	CCCC Liaison Bill Younglove
CATE Chair 2008 Nancy Himel	
Member-at-Large Richard Hockensmith	
<i>California English</i> Editor Carol Jago	

Absent: Member-at-Large Kathy Allen, FACET Representative Cathy Cirimele, Member-at-Large Carole Clarke, UPPER Representative Shelly Medford, Policy Analyst Martha Zaragoza-Diaz, and CTA Liaison Debra Martinez

Johnson moved and Dillon seconded the approval of the minutes. Corrections and additions were made. MOTION CARRIED.

McAninch moved and Rippee seconded the approval of the agenda. MOTION CARRIED

PRESIDENT: Report is ONLINE.

Berry thanked the following for the success of CATE 2007 in Fresno this past February: Pauline Sahakian (Convention Chair), Teisha Hase (Convention Coordinator), Punky Fristrom (Convention Consultant), Eddie Hase (Convention Registrar), Anne Fristrom (CATE Treasurer), and the dozens of committees who worked so hard.

Berry acknowledged the great mix of speakers, the work of the Resolutions Committee, under the direction of Chair Tish Griggs, and the award winners who so eloquently thanked us for recognizing their work.

Berry thanked CWP for once again providing a well-received pre-convention program.

Berry announced Larry Jordan's retirement as CATE's webmaster. He has agreed to stay on as long as December of this year.

Berry acknowledged the role of Convention Chair Nancy Himel as we focus on CATE 2008. Her committee has already begun work on producing a fantastic experience. We look forward to her leadership.

Berry acknowledged the CATE CYRM Committee's recommendation of Joanne Mitchell to fill the vacancy on the committee.

Hase moved and Delfino seconded to accept Joanne Mitchell as the CATE representative to CYRM. MOTION CARRIED.

VICE PRESIDENT: Report is ONLINE

Delfino reported the calendar of meetings and sites as follows: September 7-9 will be in the South; December 7-9 will be in the North; March 5-9 will be at Long Beach, and May 2-4 will be in the North.

PAST PRESIDENT: Report is ONLINE

Rippee moved and Johnson seconded the approval of the following offices:

Secretary – Lorraine Tracey, 2007-2009; Member-at-Large, Kathy Allen, 2007-2010; Member-at-Large, Tish Griggs, 2007-2010; and Membership Chair, Joan Williams, 2007-2009. MOTION CARRIED

Rippee reported that the voting at annual business meeting was excellent and recommended that this practice be continued.

Rippee continued that the CATE award forms for Merit, Distinguished Service and Excellence in Teaching are posted on CATEweb and were sent to the board via e-mail. Rippee suggested that council presidents review the protocol for the awards process. The Virginia Reid nomination form will be given to one of the smaller councils after the decision is made at the Presidents' meeting on Friday night, May 4.

Liaisons for NCTE will be approved at the May meeting. Because the costs for attending this particular convention will be extremely costly, A motion to increase the per diem will be made.

The NCTE awards to be given in 2007-08 are: The Teacher of Excellence award which was voted upon at the last meeting, and the Intellectual Freedom Award was submitted May 1. Rippee has asked for extensions, but received feedback on only one. If there are other nominations, Rippee will ask again. There are financial considerations for the leadership award and the high school teacher award and these awards will only be subsidized if CATE continues its practice of making these awards available if CATE can financially do so.

NCTE/SLATE Intellectual Freedom National Award – One award nationally. CATE can nominate a person, group or institution. It provides recognition for advancing the cause of intellectual freedom. Nomination can be for an educator or non-educator.

NCTE/SLATE Intellectual Freedom State Award – One award is available for a State or Region. CATE can select a person, group or institution for this award. It provides recognition for advancing the cause of intellectual freedom. Nominee can be an educator or non-educator. One award can be given each year by each affiliate.

Secondary Section High School Teacher of Excellence Teacher – CATE can nominate one teacher. No grant is given.

NCTE Affiliate Excellence Award. - July 15. This award is based on an increased membership of 3%. NCTE will inform us in June if we qualify.

NCTE Teachers for the Dream Affiliate Award – CATE needs to describe a program that contributes to recruitment of English language arts teachers of color. It can target either high school or college students. It carries a \$750.00 grant.

Affiliate Multicultural program Award – This award is given for an affiliate program involving a multicultural approach.

Affiliate Web Site Award – CATEweb received this award in 2004 and 2006.

Affiliate Journal Award

NCTE Leadership Development Award. Nominee and alternate. Teacher of 1 - 5 years. It should be a new leader who has not attended an NCTE convention. It carries a \$500.00 grant. Teacher cannot have attended a previous NCTE Convention and must attend in 2007.

Rippee represented the CATE Board with CWP by attending the NWP Spring meeting in Washington, D. C. where she left copies of *California English* in congressman/congresswomen and senator's offices and by attending the first CWP Advisory and Leadership meeting as a new member of the Advisory Board. She discussed the potential of CATE's continuing partnership with writing project sites.

Hurricane Katrina – a letter was received from Solomon High School. One school cashed their check. Rippee has not heard from the second school as a new principal is in place.

Information on Hotels for NCTE in New York is posted online.

SECRETARY - Report is ONLINE

TREASURER:

Fristrom reported that a correction was made of \$19 to the income.

Checking Account balance	\$31,528.05
Memorial CD	\$10,860.92
Marilyn Kahl Memorial CD	\$5,241.65
Marilyn Kahl #2 CD	\$10,889.42
Vanguard GNMA Portfolio	\$143,929.92
Vanguard Index Trust	\$36,492.26

The budget will be passed on Sunday for the next fiscal year which begins July 1, 2007.

MEMBERSHIP CHAIR:

Williams reported that current membership numbers are up by 401 from February.

If councils need to request membership rosters from Precision, it would be a saving to councils to request them from Williams. Councils may request rosters directly for a fee.

Williams thanked the membership committee for their support in the booth and making the booth a meeting place for conference attendees. The signs, bulbs, flowers, etc. enhanced the atmosphere of the booth.

Williams reinforced the importance of receiving new membership lists to confirm that the new members are listed with Precision.

Williams asked how many CATE membership brochures are needed.

2007 CONVENTION CHAIR: Report is ONLINE

Sahakian gave a Convention debriefing; Thank you to all who helped with convention: especially P. Fristrom, Berry, Hase, Williams and Rippee. Sahakian received a lot of support and never felt alone. Carol Le Cren designed the program and logo. She worked quickly and was very dedicated to CATE. Reinforcement and encouragement was always positive.

Sahakian indicated that a platform is needed. Surabian took over the meals and decorations when the person who was supposed to do, so did not, in addition to the other things she was doing. Larger committee is important, but a core committee more important. Large group of retired teachers were great support. They totally manned the registration desk. Other helpers were the students. They were a great support. Sponsorships – didn't do it early enough. Perhaps assign someone to handle this. i.e. Starbucks sponsored coffee house series.

Schedule biggest problem. Perhaps choose one model to work with

Evaluations were pretty good considering there were three different buildings. Originally promised a new hotel was to be built – it didn't happen. We were asked if we could repeat popular workshops. Comments were that the exhibits closed too early. More vendors were requested. Evaluations asked that we have AP presentations. Requested perhaps a strand of AP. Suggestion that the banquet start earlier. Sunday brunch start earlier. Some presenters were charging for handouts. Maybe program chair needs to clarify. Kudos to Surabian's husband who scoured countryside for blossoms for the tables.

Break 10:25 to 10:41

CONVENTION COORDINATOR: – Report is ONLINE

Teisha reported that working with Convention Committee went well. Cathy Cirimele and Faith Nitschke were great!

We need to have a set schedule. The Convention chair needs to work within it. Requested that dealing with Convention etc. be put off for one month after the convention to give T. Hase a chance to catch up.

ONLINE registration (electronic purchase orders) seems to be wave of the future.

2008 coming along beautifully. Himel doing a super job ahead of schedule.

Attrition clause at Marriott still not resolved.

2012 - LAX Marriott sent an offer.

Exhibitors had legitimate concerns including drawing members into the exhibit hall.

CONVENTION REGISTRAR: Report is ONLINE

PARLIAMENTARIAN EMERETUS:

Fristrom thanked committee members for meeting last night to review the bylaws. They found that they were in better shape than anticipated. They went back to the original bylaws which have been kept at CATE's office. The committee found 39 corrections. 32 were punctuation or spelling. 6 substantive changes will be posted online for all to look at and printed in CE. These will be approved in March. Then published in CE and on website. At the Annual business meeting, a printed copy of the substantives changes will be available and attendees will be asked to vote on them.

The Goal of the By-Laws when first published indicated they were for *English and Language Arts* and these were changed to English/LanguageArts.

Second reference was to Convention *Programming* Chair. Eliminate the word Programming. Policy/Censorship Chair indicates *monitoring government censorship*. This will be changed to Policy Chair monitoring Policy dealing with English/Language Arts.

Joint editor will be changed to the Journal Editor.

These need to be resolved and will be discussed in September.

The Bylaws state "a committee of CATE cannot bind the corporation to a contract exceeding \$5,000." (Possibilities include that we could raise this amount or require that if a committee binds CATE with contracts, they must get board approval.)

Bylaws state that any member of CATE has the right to get a copy of the membership list. Bylaws state they apply to the *Secretary* and that needs to be changed so that they apply to the Membership Chair instead.

In the bylaws at one point it states the Annual meeting may elect directors and in a second place that if this board fails to fill a vacancy then at the annual meeting they may elect a director. (Article 6.2.0) Election of director deadlines. (Article 6.2.2.) at annual convention right up to the minute of the meeting. Then starting voting at the annual meeting should be brought forward to the beginning of the convention and that ballots be prepared for the voting on Sunday. This needs review.

Committee suggested adding on a 9th MAL and possibly consider that it be a charter school representative. We need to keep in mind the rotation of year. Berry asked that the current bylaws be sent to the Website and that the two councils that are missing presently on the website, be added.

New Board Member handbook – Last year Fristrom was asked to write a brief document for potential or new members to the board and discussing basic details with the board. One additional change was suggested that board members are expected to make annual reports and also board reports in writing. The board was to approve this to be put on the website. Fristrom suggested that the handbook be given to publications to be edited and then brought to the board for approval.

Report of Liaisons

CDE - Report is ONLINE

Goodwin reported the following:

Achievement Gap Summit – November 13-14, 2007 Sacramento Convention Center

On the Right Track Symposium: Navigating through Program Improvement and Strategies for Exiting—
September 30-October 2, 2007, Hyatt Regency Orange County

Reading/Language Arts Language Development Primary Adoption Timeline

Reading Language Arts/English Language Development (RLA/ELD) Primary Adoption Content Review
Panel (CRP) Members and Primary Adoption Instruction Materials Advisory Panel (IMAP) Members

"Creating a System wide Literacy Plan for Student Success" (also known as the County Course of Study)

Special Needs Publication

Vocabulary Forum Online Community

California Results-based School Counseling and Student Support Guidelines

Libraries

California High School Exit Examination Intervention Materials

Revised Reading/Language Arts Framework for California Public Schools

Teacher Portal for Public Broadcasting System (PBS) Resources

In addition, Goodwin Chaired a Secondary Literacy Summit #7 at Hyatt Regency in Orange County. Jago attended and presented. Next summit is being planned for March 30 - April 1, 2008. Site will be in Burlingame. One-third are administrators. School teams are requested.

Exhibit area. - no exhibitors but bookstores. CATE is offered one table for membership. CDE Conference Schedule is on CDE website.

POLICY ANALYST - Report is ONLINE

Dunstan reported that CATE influenced several items: Congressional Bill 232 and Senate Bill 681.

CYRM – Report is ONLINE

CWP

Marlink reported

CWP Improving Students' Academic Writing Conference, October 2007 at UC Berkeley. CWP's ISAW program part of the NWP partnership evaluation funded by the U.S. Department of Education.

CATE 2008 – Working theme: Writing the Winds of Change, Morning keynote workshop: Kelly Gallagher – “Real World Models” and “NoMore Fake Writing.”

Thanked CATE for the letter sent to Senators Ducheny and Forez in support of 232, reauthorizing funding for CSMP.

CWP Parents Booklets – Russian and Chinese in progress.. They have a videographer available now and hope to develop a DVD.

Lunch 12:10 - 1:05

Berry acknowledged with gratitude and praise the three departing board members – Pauline Sahakian, Lisa Hernandez, and Karen Martinez. Each departing board member received a gift.

Reports of Liaisons (con'd)

CRLP

Jago reported CRLP is finally making inroads into larger districts. Long Beach Unified, Sacramento, LAX and San Diego Schools.

At the last director's meetings, copies of Persepolis were distributed and it will be discussed at the next meeting.

CALIFORNIA ENGLISH - Report is ONLINE.

Thanked Bill Younglove for bringing Samuel Bach to CE.

Thanked Cirimele for asking that Jago publish Young Writers this year as stidentns move on during the summer. Jago received kudos for the page honoring Cheryl Joseph

Something new with a research report column. No submittals were received. Barbara Bartholemew did a research round-up. This may be considered an important regular feature.

Jago joined CUE and contacted California Board members. Two excellent manuscripts were submitted from two CUE members.

CATEweb – Report is ONLINE

CATENet – No report

CCCC – Report is ONLINE

CTA – Report is ONLINE

COMMITTEE REPORTS

Policy/Censorship : DUNSTAN, Chapman, Hernandez, Smith, Younglove, Danielson, Jago, Sahlberg, Griggs, Goodwin.

Chapman moved and Smith seconded that CATE subscribe to *Education Week* in the name of the Policy/Censorship Chair. MOTION WAS WITHDRAWN.

Chapman moved and Smith seconded that CATE support the Policy/Censorship Chair to attend NCTE in New York. MOTION CARRIED.

The committee briefly discussed a number of recent reports on teaching which raise such issues as merit pay, college expectations, school climate and retention.

The Committee asked Mary Ann Goodwin to explore the possibility of revising and updating the CDE Recommended Reading List K-12.

Convention Coordinating: HASE, A. Fristrom, P. Fristrom, Himel, McAninch, Delfino, Tracey, Sahakian, Hockensmith, Dillon,

Hase moved and McAninch seconded that the following a la carte fee schedule be instituted for food events at CATE 2008: Friday lunch \$40, Friday night event \$55, Saturday lunch \$40, banquet \$55, Sunday brunch \$40, whale watching \$35, member preconvention \$125, nonmember preconvention \$165, member registration \$160, and nonmember registration \$200, onsite registration member \$220, and onsite registration non-member \$260. MOTION CARRIED.

Hase moved and Surabian seconded that P. Fristrom be appointed Convention Consultant. MOTION CARRIED.

Himel moved and Johnson seconded that CATE hire E. Hase as registrar for CATE Conventions in 2008-2010 with the following proposed fee structure: \$8 per registration and purchase orders 2008 - \$5, 2009 - \$6, 2010 - \$7. The credit card rate of \$1 would remain the same. MOTION CARRIED.

Hase moved and Martinez seconded that the board approve the cost of a dedicated phone line for a CATE Fax Machine for the Convention Coordinator. MOTION CARRIED.

P. Fristrom and Hase will work together on creating several convention meeting schedules to use as templates for future conventions complete with explanations/rational for the different schedules.

Leadership: KARPOWICZ, Williams, Martinez, Surabian, Rippee, Johnson,

The responsibility of Presidents include:

Communicate and report what is discussed at the CATE Board meetings and bring concerns of council to CATE Board meetings. Encourage attendance at local and state CATE events. Solicit members. Attend CATE Board meetings.

Presidents are asked to encourage your councils to find appropriate (and multiple) candidates, to have nominations for NCTE Leadership Development, Multicultural Teacher for the Dream and Teacher Award for excellence at September meeting. Council presidents are challenged to bring guests (prospective nominees) to the September or December Board meetings. Look into ways to outreach to other professional organizations such as CUE

CATE COUNCIL REPORTS

CAPITOL – No report

CENTRAL – Report is ONLINE

FACET – Report is ONLINE

GREATER SAN DIEGO – Report is ONLINE. There is cross pollenization with CATESOL. The are sending someone to NCTE Leadership

KERN – No report

REDWOOD –Sahlberg’s report – A reception for award winners will be held, May 17 at the Fall English Studies Conference

SOUTHLAND – Report is ONLINE

TUCATE – Report is ONLINE

UPPER – Report is ONLINE

COMMITTEE REPORTS

Executive/Finance: *DELFINO, Anne Fristrom, P. Fristrom, Smith, Hase, Sahakian, Dunstan, Berry*

Delfino moved and Smith seconded that CATE increase to \$200 the per diem amount for attending the NCTE Convention in New York for the President, Past President and Policy Chair. MOTION CARRIED.

Delfino moved and Smith seconded that we increase to \$15.00 the amount paid to Board Members for the cost of dinner when attending to board business. MOTION CARRIED.

Delfino moved and Chapman seconded that CATE pay for printing a new booklet for CWP in the amount of \$1500.00 providing that CWP brings in that amount of income at the Pre-Convention.

It was discussed:

1. that the cost of reimbursement for mileage be increased but that idea was denied.
2. how to show appreciation to presenters at the convention. It was decided that we could not afford any substantial token of appreciation.

Publications: *CHAPMAN, Himel, McAninch, Younglove, Martinez, Jago, Sahlberg, Goodwin*

A review of webmaster job description will be done online by committee members over the next month. Search for a new web master should commence as soon as possible (CATENet, *California English*, [www.HYPERLINK "http://cateweb.org/"cateweb.org](http://cateweb.org)).

2008 CATE Creative Writing Contest prompt.

In *Persepolis*, CATE's 2007-2008 Council-wide Reads book, Marjane Satrapi risks severe punishment to speak out against the restrictions imposed on girls by the Iranian government. In life, there are times when we feel compelled to speak out and other times when we feel equally compelled to remain silent. We read the circumstances and decide whether to send our words out in the wind or keep them close within ourselves.

In a poem, short story or essay, share a moment in time when you felt strongly about an issue and had to decide whether to speak out or stay silent. Describe the situation, your response and the result.

Entries due to local council: November 15. Council winners entries should be sent with council presidents to December 7th board meeting. Winning entries will be selected at the board meeting. Winners will be invited to CATE 2008 in Long Beach.

Professional writing contest prompt has been published in the April issue of *California English*. Entries are due August 31.

Liz McAninch has the NCTE Achievement Awards in writing process under control and ready to go. Liz needs judging page back by mid-June.

The April issue of *California English* on "The Literature of Atrocity" has been submitted to NCTE for an affiliate journal award. The September issue will focus on assessment.

ETS has asked CATEweb and CE to help them spread the word regarding opportunities to help score CAHSEE.

The Marilyn Kahl Scholarship recommendation is Jesse Alm and she was approved by the committee.

Call for presenters will be posted on CATENet.

The substitute chair for the Publications committee for September meeting will be Liz McAninch.

A proposed budget is recommended of \$7,000 for CATEweb webmaster. Leave CATENet as is and *California English* as it is.

Creative contest winners will have transportation to CATE 2008 paid for by local council. Luncheon tickets for winner and one guest will be paid by CATE. This amount not to exceed \$400.

Membership: *WILLIAMS, Tracey, Hernandez, Karpowicz, Surabian, Danielson, Griggs, Dillon, Johnson, Hockensmith*

The accuracy of membership information is a discussion item. One suggestion was to use boxes for e-mail addresses. Physical addresses seem not to be a problem. Most errors occur in email addresses. Inform through an ad in CE that members should go to website and correct email addresses. Himel has not indicated a preference for the Membership gift for 2008 but something to do with the ocean. Preference is something usable. Committee is asked to think about an idea to present in September. Suggestions include beach balls, beach towels, wind chimes, kites, and starfish. In reviewing of the membership booth, Williams commended the membership committee for support in the booth. They made it a positive place. Discussion followed regarding 2 screens plus computer monitor. Membership committee wants internet access to the booth and needs to request power. Recommended that the author signing booth be connected to the CATE booth every year so that it could be overseen by booth members. This should be a standard every year. The Book Store could be next to CATE Booth so membership booth attendees could oversee it as well.

Councils should remember Powerpoint presentations and take pictures of their events. i.e. award ceremonies, etc. also to Williams encourages councils to create their own website.

Leadership cards are successful and we need to continue with them. The cards are generating involvement in the councils and Williams encourages councils to act on them when they receive them.

Williams plans to connect with CRA, CWP, CUE, and CABE, and CLRP to distribute flyers and promote membership. Marlink will take charge of distributing CATE membership brochures to all of her projects. It would be great to send a CD made from 10 slides along with the brochures that they could actually play along with the information about CATE? Our purpose this year is to send a representative of CATE to go out to the Writing Projects to promote membership and to CWP and CLRP. She asked for board members to see her to commit to do outreach.

Membership correspondence for renewals includes two reminder cards which are sent out. The suggestion was to design a second card that is splashier and grabs attention.

Need to put together a Small Council Handbook.

In November there are two conventions: CSLA, November 15-17 and CRA November 8-10. Board members were requested to attend and man the booths at these conventions. Martinez and Hockensmith offered to represent CATE at the membership booth at CRA and CSLA

Chapman moved and McAninch seconded that CATE provide financial support not to exceed \$400 total for up to 5 winners of the CATE creative writing contest and one guest to a luncheon at the March Convention.

MOTION CARRIED.

Sunday, May 7, 2006

Berry called the meeting to order at 8:30 A.M.

PRESIDENT OF PRESIDENTS –

McAninch reported that in attendance was Carmen Carillo a new representative from Southland Council.

Awards discussion followed.. Small councils will review and come forward with nominations for the Virginia Reid award. Names of good speakers were shared. Small conferences worked better this year. More one-day events and use of university speakers. The New president of presidents will be Angus Dunstan. The NCTE writing submittals were reviewed. McAninch needs the first page returned by the deadline June 20

CONVENTION COMMITTEE REPORT (Con'd)

For 2012 Convention Committee looked at Marriott LAX and Ontario. Recommended that we select Ontario.

Hase moved and Rippee seconded that we will have our CATE Convention in 2012 in Ontario. MOTION CARRIED.

Chapman presented the job duties as listed in the ad for the new CATE webmaster. Larry Jordan gave suggestions to assist us in creating the job description. This ad will be placed in *California English* and it will be submitted to CATENet.

Membership is looking for grants for first time members and/or student teachers. They need the endorsement of CATE for pursuing grants. Hockensmith received an endorsement. (Policy 11.0)

BUDGET MEETING

Actual/Expected/Suggested numbers were examined and the following suggestions were made.

Income and outgo for Anaheim rather than Fresno for what to expect next year.
Used those figures. Expect income to be \$300,000.00 because we raised registration fee.
2008, \$220,000. A differential of \$80,000. Change board meeting figures from \$40,000 to \$41,000.
Suggested Convention income - \$300,000
Suggested from reserve - \$17,100
Awards and gifts – suggested \$19,000 (adding creative writing awards \$500)
Increase board and advance meetings costs \$41,000
CATE 2008 - \$220,000
CATE 2009 - \$500
NCTE increase to \$3600
Combine routine printing and office expense and equipment to \$3,200
Total expense for next year is suggested at \$395,000.00
Total suggested income \$395,000.00

Fristrom moved and Chapman seconded that we accept the budget as amended. MOTION CARRIED.

McaAninch moved and Chapman seconded that Angus Dunstan assume the role of President of Presidents.

MOTION CARRIED

NEW BUSINESS

Hockensmith discussed the councils' signing of contracts. His concern that some councils don't have oversight by CATE, using CATE's tax ID number. Is CATE then responsible if council's are unable to pay for the contract. Two issues - fraud and an affiliate being unable to pay. Discussion followed.

ANNOUNCEMENT

Younglove mentioned that on the Museum of Tolerance website are Tools for Tolerance for Educational Professionals which acknowledges CATE's Tools for Tolerance for Educators Award. Alan Sitomer has finished his third book. *Home Boyz*. Sitmore will host a conference which is held at USC each year sponsored by a publisher which brings 200 youngsters to it.

Chapman moved and McAninch seconded that we adjourn at 10:05 A.M.

Respectufluly submitted