



EXECUTIVE BOARD MEETING MINUTES

Date:09/08/2009 Location: Biltmore Hotel, Santa Clara

EXECUTIVE COMMITTEE ATTENDANCE		Present/Absent/Excused
President	Tyler Nguyen	Present
President-Elect	Ron Scholtz	Present
Special Vice President	Bill Kroutil	Present
Secretary	Fred Norton	Present
Treasurer	Mostafa Pournajat	Present
Delegate	Betsy Leff	Present
Delegate	Joe Hourigan	Present
Past-President and PDC Chair	Jay Jamali	Present
Government Affairs	John Steele	Absent
Membership	Jim Beeby	Present
Jobs Coordinator	David Krack	Absent
Other Attendees:		

QUORUM REACHED Yes 10:35

**TIME MEETING CALLED TO ORDER:
10:35 AM**

Action Items Developed

- 2009 -9.1 – PDC Rescheduling** Jay Jamali and Betsy Leff to contact the PDC conference hotel and Monterey Aquarium to proceed with negotiations on rescheduling the PDC to 2010. Jay to coordinate announcement on postponement to members.
- 2009 -9.2 – ROC Meeting** Ron Scholtz to attend ROC meeting to present Chapter summary.
- 2009 -9.3 Treasurer Report Updates** – Mostafa Pournajat to put ‘stop check’ order on outstanding check (\$450) and update Chapter financial reports.

Minutes

Secretary Report:	August minutes reviewed. Motion made and passed unanimously to approve minutes. Fred Norton distributed via email the Chapter calendar and asked that Board members update the calendar with target dates needed for their respective activities. Fred Norton will attend the Leadership Conference at Society Headquarters.
Treasurer Report	<p>Mostafa Pournajat provided the Treasurer report and reviewed six months of financial statements (April 09-August 09). Mostafa indicated that dues from headquarters were delayed for August and July. There is an uncashed check for \$450. This may be the last check issued to the Ramada Inn before relocating the Chapter meeting and lunches. Mostafa will put 'stop check' order on this check. Discussion held on the reports and Mostafa will update information (year shown as 2008 for some months). Mostafa also reviewed the Chapter budget. Discussion held on expenses and meeting costs and ways to reduce costs including options to reduce lunch expenses.</p> <p>Tyler Nguyen, Fred Norton and Ron Scholtz have been added to check signing for Chapter bank account with Mostafa.</p> <p>Ron Scholtz submitted expense accounts for expenses related to Constant Contact, the post office box, and name badges.</p> <p>Joe Hourigan suggested that budgets should include one person for Leadership Conference.</p>
Gov. Affairs Report	No report.
Membership Report	No report. Discussion of membership issues included in zip code and by laws discussion (See Old Business)
Delegate Report	No report.
Other Officer Reports	Bill Kroutil indicated that annual performance report had been submitted by Bill and Tyler. Bill indicated that he would be willing to work on the preparation of information with Ron for the presentation to the ROC.
Old Business	<p>By Laws and Zip Codes – Discussion held on open issues of By Laws update and zip codes. Society asked Chapters to update By Laws. The draft update of by laws has been completed but is on hold pending unresolved issues on zip codes. Chapter members are affected by the zip code changes with our members going to the San Francisco chapter. Dues may be going to the SF chapter (even if member elects to change to San Jose). Discussion held on making proposal to ROC that our Chapter is proposing changes to the boundaries. Ron Schultz will be representing the Chapter at the next ROC meeting in place of Tyler. Chapter members are choosing San Jose but may be in SF boundary. Boundary could be moved to halfway between cities. Jim Beeby provided brief summary of his study of the issues and impact and indicated that he had provided the detailed information to Tyler. Jay suggested that Jim meet with Ron to brief him further on the issues. Jay also suggested that the information be put into a power point presentation to inform the ROC</p>

DISCUSSION: None

FAVOR: 7 OPPOSE: 0 ABSTAIN: 0

MOTION: To reschedule the professional development conference to 2010 as long as the financial expectations of the Chapter remain approximately the same as the current plan.

MOTION MADE BY: Fred Norton SECOND: Joe Hourigan

DISCUSSION: Discussion of pros and cons of rescheduling were held. Costs for cancellations were reviewed. Status of current negotiations with the hotel and aquarium were summarized with deposits to be held but no cancellation penalty if rescheduled to next year. Current registrations reviewed. Impact on sponsorships discussed.

FAVOR: 6 OPPOSE: 0 ABSTAIN: 1

MOTION: To adjourn meeting at 11:55.

MOTION MADE BY: Tyler Nguyen SECOND: Bill Kroutil

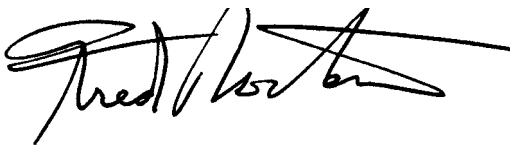
DISCUSSION: None

FAVOR: 7 OPPOSE: 0 ABSTAIN: 0

TIME MEETING ADJOURNED: 11:55

MINUTES GENERATED BY: Fred Norton

DATE: 09/28/2009



Fred Norton
Greater San Jose Chapter
Chapter Secretary