

Western Association for College Admission Counseling

Board Meeting, February 17, 2009

Sacramento, CA

In Attendance: Gina Aguirre, Kavin Buck, Ed Devine, Terri Devine, Joel Scott Diamond, Eileen Doctorow, Nathan Falstrau, Rose Greeff, Minh-Ha Hoang, Esther Hugo, Greg McCandless, Edgar Montes, Brian Myli, Dan Nannini, Marlena Norman, Mark Rasic, Rebecca Wandro, Laura Young, Linda Zimring

Conference Call Attendees: Maureen Eagle Gelberg, Deanna Kilgour Sonja Montiel, Keion Morgan

Linda Zimring moved to approve the Meeting Agenda; Eileen Doctorow seconded the motion. Motion carried.

Update from Nevada: Brian Myli reported that the 1st Annual Legislative Conference was a great success with 22 attendees including a delegation from California. Attendees had the opportunity to meet with the legislators themselves, rather than their aides as is the case in Sacramento. The conference succeeded in putting WACAC on the radar of the legislators.

WACAC and the Executive Board were recognized with “Friends of School Counselors 2009” from the Nevada School Counselors Association; the NVSCA president said that “WACAC has been a big brother to NVSCA and always there when we need them.” WACAC sponsored the luncheon.

Inter-Association: Esther Hugo reported working to partner with the Pupil Services Coalition which is a group representing school nurses, psychologists and speech therapists. In addition, WACAC will be partnering with CA PTA as we are the only voice with a college perspective. Several members of the Pupil Services Coalition will be attending our Legislative Conference this afternoon.

Membership: Discussion regarding the current status of the CA Community College transfer center directors and their jobs being considered in many cases “additional assignments” in the regular counseling load. According to Dan Nannini, the number of members in their association has dwindled greatly in the past years, and they would like to merge their association into WACAC and dissipate as a separate entity. Discussion regarding how this will impact WACAC. Dan Nannini needs to bring a proposal to the Executive Board for this transition.

Fiscal Policy:

Reimbursement Procedures: Sonja asked chairs to make sure the reimbursement/check requests are completed correctly before they submit them to her. This will prevent delays in payment. She also asked that the chair sign and DATE the request when they receive it from the requestor. This is a new policy.

Financial Update: WACAC contracts with Shawn Washington Accountancy Corporation (SWAC) to provide financial services for the association; they reconcile accounts, issue checks for signature, complete federal and state tax forms, etc. Their service to WACAC began in 1989 when John Shuman was Treasurer and Barbara Schultz was president.

In recent weeks, Sonja has had difficulty getting updated financial information from SWAC. The contact she had been working with (Cynthia) was not returning calls and the Quick Books information was really inaccurate. Sonja went through the financial discrepancies line by line and sent a detailed email to SWAC to obtain accurate answers. Apparently, Cynthia left the company in early February for personal reasons; she left on a good note and was not terminated. The temporary liaison will be Michelle, and Martha will be starting as our permanent contact very shortly. Shawn Washington called this morning and apologized for the less than smooth transition and promised to have updated financials available for Sonja by Thursday (2/19). Sonja will send an update to the board.

Conference Update: Minh-Ha reported that the Annual Conference registration for both Attendees and Exhibitors began in late January, and we are in good shape with about 70 registrants. Please do not forget to register as only 2 board members are currently registered. Some conference highlights include: Keynote Speaker will be President of Chapman, James Doti, who is an economist and will speak about the current economic climate; no binder stuffing this year – the binder will be replaced by a printed booklet; Pre-Conference Workshop on Financial Aid. The Executive Board Meeting will be during the afternoon on Tuesday, June 9.

Governance and Nominations: Kavin has formed a Nomination Committee consisting of himself, Elsa Clark, Eileen Doctorow, Marc Meredith and Ed Schoenberg to encourage members to seek Executive Board positions. We will need to replace a total of 6 delegates, 3 from the secondary/independent sector and 3 from post-secondary. The committee has been working diligently to follow up via email and personal phone calls on board members' suggestions in terms of qualified candidates. Currently, we have 3 candidates who have completed the filing paperwork for delegate positions (one of whom is from Nevada). No one has completed the paperwork for President-Elect, though 2 are considering the position. No one from Northern California has expressed interest. While Kavin would like 5 candidates from each sector, the May election may be single slate.

Minh-Ha, as President, will be responsible for filling the following Executive Board Chair positions: Publications, Government Relations, Inter-Association and College Fairs.

Updating of WACAC Bylaws: NACAC is in the process of updating its bylaws, most of which center on the move of the Association's corporate address from Delaware. The NACAC bylaw changes will create very minimal bylaw changes for WACAC as a regional affiliate. Hopefully, these changes will be available in April or May, but most likely Executive Board will need to vote on the changes at the summer 2009 retreat.

New Business:

Webinar Services: Laura Young moved that WACAC purchase "Go to Meeting" Webinar software at a cost of \$5,000 annually. Discussion regarding value of purchase and cost savings to association in terms of moving Executive Board to/from meetings and use of the same technology for committee work. Ed Devine expressed concern that quoted cost was high compared to HPU's cost for Webinar services, but thought maybe the pricing structure had changed. Laura was directed to go back to the company to confirm pricing structure/WACAC needs as a non-profit. Motion tabled.

Las Vegas Performing Arts Auditions: Joel Diamond moved to continue advertising the Las Vegas Performing Arts Auditions on the WACAC website. Eileen Doctorow amended the motion to include review of this policy only if the auditions at some point have a cost associated with them. Linda Zimring seconded. Motion carried.

Employee Bonuses: Terri Devine brought up the issue of employee bonuses and moved to establish a procedure for annual reviews and for awarding compensation. Marlena Norman seconded. Kevin Buck stated that Fiscal Policy needs to review the issue and come up with a recommendation to be presented to the board for vote. Issue sent to Fiscal Policy. No vote.

Current Trends and Future Issues

CA Legislative Conference hotel issues: Terri stated that the Hyatt Regency (location of Legislative Conference) does not employ union members. The Legislator of the Year refuses to attend dinner in his honor because of the hotel's non-union stance. This issue will be addressed for future years.

NACAC Assembly structure: Terri said that NACAC is condensing the Assembly from two days into one long day. State and Regional delegates need to come prepared regarding the issues given the shortened timeframe.

Pepperdine University: Terri received an email regarding Pepperdine University's financial support of Yes on Prop 8 Campaign. No WACAC action.

Proposed Initiatives (from Summer Retreat)/Other Discussion:

Social Committee will be hosting "meet and greet" happy hour events on April 4 in San Francisco and on April 19 in Los Angeles/Orange County. The goal of these events is to increase membership.

Eileen Doctorow mentioned that NACAC has still not implemented its plan to partner with WACAC. For every new Secondary School institutional membership in NACAC, the school will receive one free individual WACAC membership for the representative of the school's choice. FYI – WACAC does not offer institutional memberships.

College Fairs will be expanding to Central Valley in 2010 with fairs at CSU Bakersfield and University of the Pacific. The 2009 Reno fair will be November 8 at the University of Nevada, Reno.

Linda Zimring said that the Conference Program Committee would greatly appreciate any ideas/Executive Board support in terms of sessions for Chapman.

Dewey Wilmot found an old link to the WACAC Speakers Bureau. He has asked Spencer Rosen of Eureka Review to update the program as a service to our members.

Adjourned – 2:00 p.m.