



**BOARD OF DIRECTORS
MEETING AGENDA**
Tuesday, January 16, 2018
9:00 a.m. until 3:00 p.m.
Sheraton Grand Hotel, Sacramento

9:00 a.m.

Coffee and Conversation

9:30 a.m.

Call to Order, introductions and review of the agenda.

I. CONSENT AGENDA:

- a. Minutes of the September Board Meeting
- b. 2nd Quarter Financial Report Ending 12/31/2017
- c. Member Statistics 7/1 to 12/31 2017 with Multi-Year Comparisons

9:45 a.m.

II. BOARD DEVELOPMENT

- a. Strengths Finder Analysis of Board and Staff (O. Pourzanjani)
- b. Succession Planning for Non Profit Organizations (S. Bray)
 - i. Key Employees
 - ii. Board Membership
 - iii. Key Volunteers and Leaders
 - iv. Member Retention and Emerging Communities

III. ASSOCIATION OPERATIONS:

- a. **Finance Committee Report**
 - i. Mid-Year Budget Adjustments
 - ii. 2018-19 Budget Assumptions Discussion
 - iii. Proposed Language: Annual Leave Policy

12:30 p.m. Joint Luncheon with ACBO Board of Directors/BWS Panel Discussion

The ACCCA Board will suspend its agenda and will be joined by members of the ACBO Board for a joint luncheon and roundtable discussion of the Budget Workshop Panel Questions and talking points for discussions with legislators and legislative staff.

- A. **Introductions:**
 - 1. ACCCA Board Introductions—**Thomas Greene**
 - 2. ACBO Board Introductions—**Andy Suleski**
- B. **Discussion Points:**
 - 1. Budget Workshop Panel Questions (B. Dowd/A. Brown)
 - 2. Legislative Reception: RSVP Status and Talking Points with Legislators (M. Underwood)
- C. **From the Floor**

1:30 p.m.

- III. **ASSOCIATION REPORTS (continued)**
 - b. **Marketing and Communications Report**
 - i. Marketing Plan Status Report
 - ii. Communications Plan Status Report
 - c. **Regional Member Council Report**
 - i. Communication Network Status Report
 - ii. Regional Issues and Events
 - d. **Policies & Procedures Review Committee**
 - i. Framework Review
 - ii. Strategic Planning Update
 - e. **Report on Affiliate Partnerships and Collaborations**
 - i. Affiliate Event Sponsorships and Presentations
 - ii. IEPI Professional Development Advisory Committee
 - iii. ACBO Service Contract Status
- IV. **COMMISSION REPORTS:**
 - a. **Management Development Report**
 - i. Mentor Program
 - ii. Admin 101
 - iii. Admin 201
 - iv. 2018 Annual Conference
 - v. Great Deans Program
 - vi. January Budget Workshop
 - 1. Program Overview
 - 2. Preliminary Event Report

b. Commission for Finance, Legislation and Advocacy Report

- i. Report of the Advocate (M. Underwood)
- ii. 2018-19 ACCCA Position Paper on the State Budget (W. Duncan)
- iii. Consultation Rep Appointment

2:45 p.m.

V. FROM THE FLOOR

- a. Review updated meetings calendar & directory

Calendar Note: The Legislative Reception will commence at the MIX Downtown (16th and L Streets) beginning at 5:30 p.m.