

**UNAPPROVED MINUTES**

**Solano County Office of Education**  
**Date** 7/10/2008 **Time** 4:30 p.m.  
**Quorum Established at** 5

**Chapter #** 608 (E-Board)  
**Place** Irene Larsen Center

**Roll Call of Officers** (list officers by name)

President/CFIER Team Member/Pre-Retirement Resource.....	Roxie Allen	_____
Vice President/CFIER Member/Scholarship Committee Chair...	Roni Cox	_____
Treasurer/CFIER Team Member.....	Teresa Daniels	_____
CPRO/Web Master.....	Lori Fransen	_____
Job Steward.....	Carol Hopkins	_____
CFIER Team Member/Chief Job Steward.....	Melody Marshall	_____
CFIER Member.....	Peggy Rosselli	_____
Job Steward.....	Debra Troxil	_____
Secretary/CFIER Team Member.....	Jamie Tsang	_____

**Members in Attendance:**

- A. **Call to order** by Roxie Allen at 4:30 p.m. Agenda for today’s chapter meeting was distributed.
- B. **Minutes for previous meetings**
- C. **Treasurer’s Report**  
Checking  
Scholarship  
Savings  
Ending balance as of  
Checks not cleared  
**Actual bank balance**
- D. **Chapter Officer Roster & Responsibilities** were established and discussed. Roni will continue as acting Chairperson to the Scholarship Committee, with Teresa Daniels, Debra Troxil, and Paul Deal as committee members. Thanks and welcome to Paul.
- E. **Chapter Meeting Dates**—last year we had combined some of the chapter meetings with workshops. It is required that 10 chapter meetings are held each school year, per the Chapter Constitution and Bylaws. This year we shall comply with this requirement. Meetings are scheduled on the first Tuesday of the month, 4:45 p.m. for E-Board; and 5:15 p.m. for chapter meetings on the following dates:  
September 2                      October 7                      November 5 (to accommodate for Election Day)  
December 2                      January 6                      February 3  
March 3                      April 21 (to accommodate for Spring Break)  
May 19 (to collaborate with CSEW)                      June 2
- F. **Chapter Budget**— Some major expenses are budgeted:
  - (1) Annual CSEA Conference, with 3 delegates attending, the chapter will pay for their registration fees, hotel accommodations, per diem, airfares or mileage whichever is lower;
  - (2) \$100 is budgeted for light meals to be provided at each of the workshops;
  - (3) A \$25 Gift card is budgeted for drawing at the end of each of the workshops;
  - (4) \$1000 is budgeted for CSEW activities;

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- (5) Mileage reimbursements;
- (6) Leadership Conference, if applicable;
- (7) Job Stewards Training, if applicable;
- (8) Sunshine Fund;
- (9) Miscellaneous office supplies;
- (10) \$25 is budgeted for snacks/refreshments at each chapter meeting;
- (11) E-Board planning meeting, dinner provided;
- (12) RPM (Regional Presidents Meeting) that our chapter hosts in June 2009 at SCOE, dinner provided.

- G. Solano County Board of Education** meeting on August 13, 2008 at 6:00 p.m. at SCOE. Chapter 608 will be in attendance to sunshine our contract. Roxie will present a plaque to the board to acknowledge their involvements and supports to the ACE (Appreciating Classified Employees) Program.
- H. Negotiations Team & Topics**—Peggy Rosselli, the newest member on our Negotiations Team, will also be our new Sunshine Person.
- I. Scholarship** applications now available online. Please check out our webpage for details.
- J. Trainings and Workshops** that we plan to provide our membership:
  - (1) Time Management I & II
  - (2) True Colors Part I & II
  - (3) Workplace Violence Prevention
  - (4) Culture Through Someone Else's Eyes
  - (5) Stress ManagementRoxie will work on scheduling with presenters, dates, and room reservations. Details to follow.
- K.** Roxie Allen thanked everybody for their attendance. **Adjournment at 6:18 p.m.**

Respectfully submitted by Jamie Tsang \_\_\_\_\_ date \_\_\_\_\_

Approved by Roxie Allen \_\_\_\_\_ date \_\_\_\_\_