



**CAIR Board of Directors Meeting Minutes**  
**Thursday, February 28, 2013**  
**Teleconference**

Present: Alice van Ommeren (President), Bryce Mason (Vice President), Tongshan Chang (Treasurer), Mallory Newell (Secretary), Chris Cullander (Immediate Past President and Advisor), Heather Brown (Director), Robert Daly (Director), Jeanette Baez (Director)

Not Present: Berkeley Miller (Advisor)

The meeting was called to order at 8:00 am.

1. Alice asked for approval of the contract with Fritzsche and Associates to prepare the Board's 2012 taxes for a fee of \$880. They have prepared our taxes at least the last 3 years. Alice made a motion to seek approval to sign the contract; it was seconded by Bob Daly, and approved by the Board.
2. The Nominations Committee has two nominations to fill the current vacancies. They are both CSU representatives and longtime CAIR participants: Waddell Herron (CSU Chancellor's Office) and Jacqueline Honda (CSU Humboldt). Jacqueline would replace Chris and finish his term, which ends November 2013. Alice moved to add Jacqueline onto the board. Tongshan raised the issue of his term as treasurer will end in January 2014, and if either of these candidates were interested in shadowing him during his last year. This issue was not addressed with the candidates but they can be approached, as well as other members, to take over the responsibilities. Mallory seconded the motion of adding Jacqueline to the Board, it was approved by the Board. Alice moved to accept Waddell on the board to replace Berkeley until November 2013 to complete his term, Bob seconded the motion, and the Board approved the motion. The new members will be attending the May 10 Board meeting. Bryce will be responsible for orienting the members to the Board.
3. The committee (Jeannette, Bob and Alice) tasked with finding a vendor to manage our registration has decided on Eventbrite. There is no contract and no start-up fees, so we can try it for a year and see how it goes. Chris suggested that each board member register for the Napa meeting now as a trial in preparation for the actual registration.
4. The next CAIR meeting is scheduled for Friday, May 10<sup>th</sup> (10am-3:30pm) at our conference site, the Napa Valley Marriot Hotel and Spa.

The meeting adjourned at 8:40 am.