

**CAIR Executive Committee Meeting Minutes**  
**2008 Annual Business Meeting**  
**Friday, Nov. 14, 2008**

**Participants:**

Executive Committee: Sam Agronow (President), Sutee S (Vice President), Cel Johnson (Past President); Fran Horvath (Treasurer), Julian Fernald (Secretary), Barbara McNeice-Stallard (CCC Representative), Ed Sullivan (CSU Representative), Paula Harmer (Independent Segment Representative).

Executive Committee Elect: Willard Hon (Vice President); Michael Roona (Secretary), Chris Leimer (CSU Representative)

Members: Carolyn West, Steve Chatman, Bob Cox

The meeting was called to order at 7:20 a.m.

**I. Minutes**

Minutes from the November 2007 annual business meeting were approved.

**II. Treasurer's Report**

The Treasurer reported that the conference brought in 194 registrants, the highest since 1997. A full report as well as data on attendance by segment will be available at the January Executive Committee Meeting.

**III. Constitution**

- Amendments 20-27 to the CAIR constitution were passed by unanimous vote of the members present. Amendments 20, 21, and 27 formalize the new roles, followed de facto this year, of the President, Vice-President, and immediate Past-President: The President will assume primary responsibility for organizing the conference with the assistance of the Vice-President, who will then assume primary responsibility the following year. The immediate Past-President will identify sites for the following year's conference and conduct the election of officers. Amendments 22 and 23 empower the Executive Committee to extend the terms Secretary and Treasurer to three years. Amendment 24 requires that a Vice President appointed by the Executive Committee to fill a vacancy must stand for election to President. Amendment 25 empowers the Executive Committee to remove and replace officers determined to be unable to perform her or his duties. Amendment 26 specifies that Officers-Elect will assume their responsibilities at the first meeting of the newly-elected Executive Committee. The complete codified constitution is available at: <http://www.cair.org/constitution/>
- By a vote of 9 to 2 the present members voted to propose a further amendment to Section 8, changing the vote required to remove an officer from two-thirds to six. Exact wording of the proposed amendment will be discussed at the January Executive Committee meeting.

**IV. CAIR Website**

- Website has moved to the AIR server with the same domain name

- We can modify or add listserves and make changes to content ourselves using our master account. We will be charges for major modifications to the site.
- The website enables conduct on-line registration, call for proposals, and proposal submittal for next year's conference.
- At January meeting we will discuss who will be responsible for the site, updating, posting papers, etc.
- We need an invoice from the developer in order to pay for his services.
- Fran will draft a service agreement for maintenance.

**V. 2009 and 2010 Conferences**

- The 2009 conference will be held in Sacramento at the Doubletree Hotel. Shuttles can be arranged
- The 2010 conference will be held in the south. Sam will get a bid from the Pasadena Hilton as well as research alternative affordable sites.

The meeting was adjourned at 7:58 AM.