

CALIFORNIA COMMUNITY COLLEGE ASSOCIATION  
FOR OCCUPATIONAL EDUCATION  
General Business Meeting Minutes  
October 10, 2002  
Doral Desert Princess Hotel, Cathedral City

The business meeting was called to order at 8:05 by President Susan Clifford.

After general announcements about the Tram Ride dinner activity and conference evaluation forms, the minutes from the Spring CCCAOE Business meeting were approved.

Wayne Olson presented the Treasurer's Report, reporting that all financial records had been independently audited and that the CCCAOE Board would be preparing a response to some questions raised by the auditor. Wayne also reported that the tax forms had been signed and submitted as required, and most importantly, that the organization is financially sound. As the numbers indicate, the organization maintains a balance large enough to cover the cost of one conference in the event of late cancellations or other unforeseeable emergencies. This provides the organization the ability to participate in good faith negotiations with future conference sites.

As part of her President's report, Susan Clifford called attention to the Spring 2003 conference, which will be a joint conference between CCCAOE and Ed>Net to be held at the DoubleTree in San Jose. She also encouraged members to consider answering the call for proposals and gave the deadline for submissions.

After introducing the CCCAOE Board members, Susan welcomed Board member John Avakian to the podium to debut the new CCCAOE website, designed by the West Valley Design Group. The new site, [www.cccaoc.org](http://www.cccaoc.org), will be functional as of Monday, October 14<sup>th</sup>. He described the functionality and walked through the various components of the page.

The meeting was suspended at 8:20 a.m. to be reconvened on Friday, October 11.

RECONVENED MEETING:

The meeting was called to order at 11:40 a.m. on Friday, October 11th.

President Susan Clifford requested that Wayne Olson offer a succinct summary of the current balances and assured the membership that a more extensive one-page financial information sheet would be available at future conferences. Wayne reported the following balances:

Current Balance:	\$50, 671
Checking Balance:	\$74, 340

According to Wayne, the bulk of the current balance funds are conference fees that will go towards paying the expenses at the conclusion of the conference.

Susan Clifford thanked Dona Boatright for her attendance and involvement at the conference.

President-Elect Kim Holland again reminded the organization members about the Spring 2003 joint conference with CCCAOE and Ed>Net and encouraged members to consider submitting proposals for panels and/or Poster Sessions.

The meeting was adjourned at 11:45.

Respectfully submitted,

Erika Endrijonas, Secretary