



CALIFORNIA LANGUAGE TEACHERS' ASSOCIATION

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California Language Teachers' Association
BOARD MEETING MINUTES
Saturday April 9, 2022
Via Zoom
10:00 am - 2:30 pm

Members Present:

President - Nancy Pérez
Executive Director - Liz Matchett
President-elect - Ali Miano
Past president- Susan Watson
Membership Angela Martínez
Past Treasurer- Stefanie Fan
Advocacy Chair - Rebecca Estes
Registrar and FLAGS Rep- Evelyn Bejarano
Conference Coordinator- Paula Hirsch
Advertising Chair - Jenee Fawson
Secretary- Betsy Basom
Voices Editor- Bhavya Singh
KCLTA - Alexis Frink
FLASH - Karina Luquin
FLASCC - Kevin Duffy
FLANC - Alice Miano
FLAGS - Nicole Naditz
FLCSD - Ronit Ron-Yerushalm
NFMFLTA-Bob Terry

NCLTA- Russell Carlos Gaskell
CVWLA- Jorge Vargas
MCLASC Rep- Susan Watson

Absent:

Exhibitor Chair: Monica Garcia
Awards Chair: Edward Stanko
Assistant Conference Coordinator: Paul Verduzco
Program Chair: Carolyn Swaney
FLAMCO - Dzakula, Bozo
CVWLA - Gutierrez, Daniel
IEFLA - Lazarova, Svetlana
SB-VAWLT - Varela, Alfredo
FLA-OC - Elwood, Nadine
CCFLC - Pardess, David
CSU- Yoshiko Saito-Abbott
CWLP Executive Director- Margaret Peterson
CWLP-Summer Seminar Director- Don Doehla
Webmaster - Ron Bautista

Join the CLTA meeting by clicking this link:		You can call in to join:
Please use this one: https://vusd-us.zoom.us/j/92081130107		Meeting ID: Passcode: One tap mobile

Item	Speaker	Action/Outcome
1. Welcome & Introductions 1 minute yoga for the Eyes (repeat as needed)	Nancy Pérez	Welcome everyone!! Happy 1st day of Spring Break!

10 min.		
2. Adoption of Agenda 5 min.	Nancy Pérez	<ul style="list-style-type: none"> ● Final vote to approve. ● Opposed 0 ● Abstentions 0 ● Motion carried
3. Minutes January 8, 2022 Board Meeting (File format: (yr/mo/day)) 10 min.	Betsy Basom	<ul style="list-style-type: none"> ● Final vote to approve. ● Opposed 0 ● Abstentions 1 ● Motion carried
4. Website Update 10 min.	Ron Bautista	Discussion tabled until we receive email notification.
5. CLTA - SIG "Dedicated Space" Request 10 min.	Mari Bertola/ Ronit Ron-Yerushalmi	<p>Informational / Board approval</p> <ul style="list-style-type: none"> •Discussion led by Ronit R-Y: Including the SIG URL, a 'dedicated space,' on Voices and possibly on the CLTA webpage to post a few announcements each time that would give full visibility to SIGS. We can also add to social media. •Ronit R-Y can send info to Evelyn B. •We will wait on the new website design to wait to incorporate a SIG space.
6. NFMLTA (National Federation of Modern Language Teachers Association) Invitation 15 min.	Liz Matchett Bob Terry	<p>Informational / Board approval</p> <ul style="list-style-type: none"> •Bob Terry, President of NFMLTA, presenting information about NFMLTA •Wonderful opportunities for CLTA as a possible partner organization: Grants, Awards, and support for partner organizations. •NFMLTA needs people to serve on committees. •CLTA does not have to pay to join to become a partner, we only need a committee member for NFMLTA. •Committee meetings are virtual. •One voting member would attend the Saturday meeting in Boston this year during ACTFL. <p>Motion to made by Nicole N. to join NFMLTA</p> <ul style="list-style-type: none"> ● Final Vote to Approve ● Opposed ● Abstentions ● Motion Carried <ul style="list-style-type: none"> •Interested board members should get in touch with Liz M.

<p>7. Advocacy Report Senate adjourns in Kathy's honor CLTA Remembers Kathy 10 min.</p>	<p>Rebecca Estes Liz Matchett</p>	<p>Informational Information about Kathy Lynch's funeral: <i>Tuesday, April 12, at 11:00 a.m. PT, Saints Peter and Paul Catholic Church</i> 4450 Granite Drive Rocklin, CA 95677</p> <p><i>Save the date: an event to be held in Sacramento is still in the planning stages. The event is likely to be scheduled for Wednesday, May 18 at a venue to be determined.</i></p> <p>CLTA was working with Kathy on the AB1718 bill. We had a contract and are continuing work with her assistant Ann.</p>
<p>8. Summer Seminar Update Summer Seminar Website 10 min.</p>	<p>Liz Matchett</p>	<p>Informational Liz M. •It's July 15-20th In person in Santa Barbara •Educators can apply for the CARES Act grant. •Let's talk it up!</p>
<p>9. Agenda & Minutes from sub-committees (IRS inquiry) 5 min.</p>	<p>Nancy Pérez</p>	<p>Informational •We MUST HAVE agendas and minutes for sub-committee meetings! •We can create a folder for subcommittee meetings and make sure we put agendas and minutes in there. •Betsy made a template!</p>
<p>10. Treasurer's Report Account Balances Penfed Report Update 4/9/2022 15 min.</p>	<p>Stefanie Fan Liz Matchett</p>	<p>Informational/ Board approval •PenFed: Pentagon Federal Credit Union CDs In the process of transferring and making an organizational account with PenFed. •Question and discussion: Can we change the signatories as officers change? We were told it is wise to have the same person each time. •Motion made by Nicole Naditz, seconded by Susan Watson, to transfer current account to an organizational account and establish Alice Miano as an additional signatory:</p> <ul style="list-style-type: none"> ● Final Vote to Approve ● Opposed 0 ● Abstentions 2 ● Motion Carried <p>•Suggestion by Evelyn B. to combine CDs into 1CD. RESOLVED, PenFed is hereby designated as depository of this Organization and the share accounts, or such other accounts that may be available at the time of this Resolution, or in the future, may be opened and maintained in the name of the Organization; and specific account agreements will be necessary for each individual account. FURTHER RESOLVED, the funds of this Organization may be deposited to and withdrawn</p>

from accounts held for this Organization by PenFed subject to rules and regulations as promulgated by the National Credit Union Administration and the bylaws of PenFed. FURTHER RESOLVED, any one of the following officers* of this Organization is hereby authorized on behalf of this Organization and in its name to open other share, share draft, share certificate, or other similar accounts with PenFed in the name of the Organization, and sign specific PenFed account agreements for such accounts; to make deposits and withdrawals from any such accounts, and as such to endorse checks, notes, bills, share certificates, or other instruments owned or held by this Organization for deposit in said account, or for collection or discount by PenFed; to waive demand, protest, notice of protest, or dishonor of any check, note, bill draft, or other instrument made, drawn or endorsed by this Organization; and to sign checks, drafts, withdrawal slips, vouchers or other orders for the withdrawal of money from any account held for its benefit; and FURTHER RESOLVED, any one of the persons listed above is further authorized to act as the agent of this Organization to vote by mail ballot in the annual election of officials of PenFed; and FURTHER RESOLVED, PenFed is authorized to honor, receive or pay all instruments signed in accordance with this document even though drawn or endorsed or directed to be made payable to the order of any officer signing the same or tendered for cashing, or in payment of the individual obligation of such officer, or for deposit to their personal account; and PenFed shall not be required, or be under any obligation, to inquire as to the circumstances of the issuance or use of any instrument signed in accordance with this document, or the application or disposition of such instrument, or the proceeds thereof; and FURTHER RESOLVED, any checks, drafts, notes or other instruments of any kind payable to or belonging to this Organization may be endorsed by any of its officers, employees, or agents and deposited with PenFed for the credit and use of this Organization, and that said endorsements may be made in writing or by a stamp and without designation of the person so endorsing; and FURTHER RESOLVED, any one of the persons listed above is authorized to act as agent and on behalf of the Organization to borrow funds as permitted by law, and as such sign any and all applications, promissory notes, security agreements, loan account agreements, and other such loan documentation PenFed may require, subject to any limitations established by PenFed, and to pledge shares to secure such loans; and FURTHER RESOLVED, any one of the persons

		<p>listed above is authorized to initiate transfers between account(s) on which the requestor is listed as an account owner or authorized signer; and such transfers may be initiated by telephone, in person, fax, email, or other methods permitted by PenFed; and FURTHER RESOLVED, the secretary shall certify to PenFed the names of the presently duly elected and qualified officers of this Organization and shall from time to time hereafter as changes in the personnel of said offices are made, immediately certify such changes to PenFed, and PenFed shall be fully protected in relying on such certifications of the secretary, and shall be indemnified and saved harmless from any claims, demands, expenses, loss, or damage resulting from, or growing out of, honoring the signatures of any officer so certified, or refusing to honor any signature not so certified; and FURTHER RESOLVED, the secretary is authorized and directed to certify to PenFed the foregoing resolutions and the provisions thereof are in conformity with the charter and bylaws of this Organization; and FURTHER RESOLVED, the provisions of this document shall remain in full force and effect until written notice of their amendment or rescission is received by PenFed, and the receipt of such notice shall not affect any action taken by PenFed prior thereto.</p>
<p>11. IRS Examination Update <i>5 min.</i></p>	Nancy Perez	<p>Informational</p> <ul style="list-style-type: none"> •We submitted the second part of information needed. *We haven't heard back yet. •No news is good news!
<p>12. CLTA 2022 Conference Update CLTA 2023 Conference Update 2022 Conference income (work in progress) <i>45 min.</i></p>	Paula Hirsch and Alexis Frink	<p>Informational Profit: \$21,467.41</p> <p>2023: KCLTA is host</p> <ul style="list-style-type: none"> •Proposal put together, should be ready by May 5th •Hotel \$160 per night so we can pay for convention center use. •We expect to leave the cost of registration the same. •Speaker Suggestion: ACTFL or SWCOLT Toy could be the Plenary speaker. CLTA TOY could be the brunch speaker •Suggestions: Heather Sweetzer ACTFL TOY could be ideal. President of Fresno State. <p>Theme: Keeping language and culture in the center of our hearts.</p>
<p>13. CLTA Current Financial Situation</p>	Susan Watson/Liz Matchett	<ul style="list-style-type: none"> •We are facing a possible deficit. •CD Talk: 3 CDs in checking, one is for scholarships. •Checking: \$38,628.29 (General); \$26,088.26 (Memorial); \$20,000 (Sidney Gorman PenFedCD)

		<ul style="list-style-type: none"> • It looks like we have a lot of money in checking, but we may need to use “rainy day” money for this year. •The Executive Board should look into this and come up with an action plan.
<p><i>Lunch Break</i> 12:25-12:55pm</p>		
14. CLTA Voices / Newsletter 5 min.	Bhavya Singh	<p>Informational</p> <ul style="list-style-type: none"> •Please help out by reviewing typos and feedback when given reminders. •Advocacy Blog
15. CLTA Awards update (TOY) 5 min.	Liz Matchett	<ul style="list-style-type: none"> •TOY=Teacher of the Year •We would like to update our process •TOY Subcommittee would record minutes
16. ACTFL Awards & ACTFL 2022 Registration and Housing Now Open 10 min.	Liz Matchett	<p>Informational</p> <ul style="list-style-type: none"> •Let Liz M. know if you know you are going to ACTFL and your organization is funding.
17. Insurance verification: 5 min.	Liz Matchett	<p>Informational</p> <ul style="list-style-type: none"> •Establish procedures to verify auto insurance for anyone driving for a CLTA event. •Liz M. proposes making a Google Form. •Liz M. will ask our insurance agent: Under what circumstances would it apply to CLTA board members? Would it apply to TOYS? •For annual conference, Paula H. could help, but for affiliate events, those in charge need to include CLTA members that might help out. •Give the insurance option to affiliates as they volunteer.
18. Membership Update & Social Media Committee 15 min.	Ángela L. Martínez	<p>Informational Social Media:</p> <ul style="list-style-type: none"> •Social Media Committee: We need more presence •Shared folder on Canva we can use for posts. •Calendar: Angela M. is making a calendar for the social media committee. <p>Volunteers: Betsy B., Angela M., Jenee F., Nicole N., Alexis F., Ali M., Karina L.. Liz M. and Nancy P. will be cc'd.</p>
19. Affiliates Updates CLTA Board Contact Info Reports C-Agenda CLTA Trivia on Blooket 20min.	Nancy Pérez Susan Watson Ali Milano	<p>Informational</p> <ul style="list-style-type: none"> •We need to keep updating the Board contact info sheet. •Susan W. wants to create an affiliate part of website where one could click on a region of CA and see affiliate names, events, other info •FLANC on October 22nd •FLASH Flyer from Karina: April 11 Spring Soirée

		•Susan W. won the Blooket game! 🎉
20. CLTA Future Board meeting dates 10min.	Nancy Pérez	See link for dates. Many aren't posted yet because we need to know when the affiliates have meetings and events so we don't overlap.
21. Floor items 10 min.	Nancy	•Reminder: send an email to Liz M. if you'd like to volunteer to join the NFMLTA board. (Ali and Paula so far) *Bhavya Singh: Credit for presentations given at CLTA. If you use something from our conference or create something at the conference, please give recognition.
Meeting Adjourned (Exit Ticket) @2:27 10 min	Nancy Pérez Ángela Martínez	Exit Ticket: Click here to connect to our CLTA Amazon Smile account! <i>May you all have a Safe and Relaxing Spring Break!</i>

Respectfully Submitted by
Betsy Basom

CLTA Executive Secretary
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