



California Municipal Treasurers Association Board of Directors Meeting

Date: Wednesday, July 18, 2018
Time: 1:00 p.m. – 2:00 p.m.

Minutes

President Dan Matusiewicz welcomed the board members, staff and guests and called the meeting to order at 1:03 pm.

x	President	Dan Matusiewicz, CCMT, CFIP
x	President-Elect	Donald Patterson, CCMT
x	Secretary	Jennifer Leisz
	Treasurer	Dana Cortez, CCMT
x	Past President	Rudy Livingston, CPA, CCMT
x	Division 1 – North	Tracey Angelo, CCMT
x	Division 2 – South	Michael Solorza

Committee Chairs, Staff and Guests:

	Education and Certification	Hubert White
x	Investment Policy Certification Subcommittee Chair	Shaun Farrell, CCMT
x	Certification CCMT and CTC Subcommittee Chair	Ernestine Jones, CCMT
x	Education Subcommittee Chair	Susan Munson, CFP, CFIP
x	Membership	Damien Charléty
x	Communications	Margaret Moggia, CPA, CTC
x	Commercial Associate Liaison	Kyle Tanaka
	Commercial Associate Member	Greg Whipple
x	Governance and Finance Committee Chair	Rudy Livingston, CCMT
	Revenue and Taxation Policy Committee Representative	John Adams
x	Meetings and Membership Specialist	Yelena Martynovskaya
	Meetings and Membership Assistant	Kristy Schrimsher

Consent Calendar

The board reviewed the minutes from the June 20, 2018 Board of Directors Meeting. Jenny Leisz noted several typos to be corrected.

Rudy Livingston moved to approve the June minutes, with the changes noted for typos and dates for the Smith Moore and Associates contract. Tracey Angelo seconded the motion. June 20, 2018 minutes were approved.

Don Patterson moved to approve June 30, 2018 financials. Michael Solorza seconded the motion. June 30, 2018 financials were approved.

Committee Reports

Education and Certification

Susan Munson reported that the Education Subcommittee has been holding regular conference calls and has been drafting an action plan to present at the next board meeting. Susan reported that the immediate action plan is focusing on the January workshop, and the committee is looking at locations in Southern California, Orange County area near John Wayne airport. The committee is expected to narrow down the location and dates of the workshop within a week, possible dates are January 23-24 or January 30-31 of 2019. Susan also reported that the committee is working on a strategic plan. One of the primary tasks of the Education Subcommittee, Susan reported, will be to develop the content for the Annual Conference, the task that was previously done by the Annual Conference Committee. The board agreed that having the Education Subcommittee focus on the conference program development will relieve the Annual Conference Committee to focus on many other aspects of the conference planning. Susan reported that the purpose of the Education Subcommittee is to make the conference content more cohesive and to align with the bigger picture of what CMTA is trying to accomplish.

Ernestine Jones reported that the Certification Subcommittee has developed a strategic plan and is planning to hold monthly conference calls going forward.

Rudy emphasized that the Education Committee needs to be working closely with the Certification Committee in regards to the new program moving forward. Ernestine reported that she has been working with the Education committee and also has been allowing old CCMT's to extend their designation expiration dates if they enroll in the new program. The board discussed the process of letting old CCMTs extend their expiration deadlines. The board concluded that each request will be looked at on an individual basis, and that the committee is taking into account the fact that CMTA currently doesn't provide many opportunities to earn the specialized training hours outside of the conference. Margaret also reported that currently the certification program enrollees are working at each step at a time (CFA Investment Foundations followed by FIA's Bond School), so that when the last portion (specialized training) remains, they are running out of time especially if they wait until the conference. The board also discussed looking into offering training at least twice a year, once in the first half of the year and another in the second half of the year, to give more opportunities to finish the specialized training.

Shaun Farrell reported that overall in 2018 there were only six agencies that have submitted applications for Investment Policy Certification and reminded the board to pass the word on. Margaret reported that the program can be promoted through listserv, email and website.

Membership

Damien Charléty submitted a report outlining that the committee has been working on 2018-19 membership renewals, working with staff to get data on this year's retention and analyzing past membership retention data. Damien reported that the goal of the committee is to get a feel for what retention looks like and then submit findings to then develop strategies for increasing the retention rate. Dan added to his report that the initial plan of the committee is to survey the membership and would like to have more people join the committee.

Communications

Margaret reported that the committee set up the recurring meeting schedule and will be meeting via conference calls. Margaret reported that the committee is working individually and the items outlined in the strategic plan such as reviewing social media policy and drafting letters to membership. Margaret reported that the committee will have a report in August and September.

Commercial Associate Liaison

Kyle Tanaka reported that he is putting together a list of vendors from California Association of County Treasurers and Tax Collectors (CACTTC) conference and trying to cross-reference the list with CMTA vendors. Kyle will be working with vendors to try to have them exhibit at the next conference. Dan also mentioned that Manufacturers Bank has been looking for opportunities to be involved with CMTA and offer sponsorship of non-conference events as well, such as offering their facilities. Kyle also reported that after surveying the vendors, there was interest in sponsorship of non-conference events, so that is something that he will be looking into.

Governance and Finance Committee Chair

Rudy Livingston reported that he is working on putting the committee together. Rudy reported that the big project the committee was working on was revising the Standing Rules. Rudy also asked the board to send him the responses by July 30th regarding the definition of an Active Member of CMTA.

Revenue and Taxation Policy Committee

John Adams reported that there are no updates at this time and that the next meeting will be in September.

2018-19 Conference Committee

Dan Matusiewicz reported that he has visited the 2018 Annual Conference venue in San Diego. Dan appointed Margaret Moggia as vice chair for the 2018 Annual Conference Committee.

2019-20 Conference Committee

Don Patterson asked the board for volunteers to join the 2020 Annual Conference Committee. Rudy Livingston volunteered to join the committee. Don reported he has been working with Teri Anticevich and looking at possible venues in Northern California. Dan further reported that Teri is focusing on San Jose area near airport with Sacramento and Monterey as possible alternatives.

Round Table Board Member Announcements, Comments and Questions

The board agreed that all Dropbox folders which were created for the purpose of sharing documents and materials more effectively between board members and committee chairs can be accessed by everyone on the board and committees. Margaret Moggia mentioned that Tracey, Ernestine and Susan did a terrific job with the certification program letter and video.

Meeting adjourned at 2:00 p.m.

Respectfully submitted,

Yelena Martynovskaya
Meeting & Membership Specialist