



# California Municipal Treasurers Association Board of Directors Meeting

Date: Wednesday, June 20, 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 1:05 pm.

x	President	Dan Matusiewicz, CCMT, CFIP
x	President-Elect	Donald Patterson, CCMT
x	Secretary	Jennifer Leisz
x	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:

x	Education and Certification	Hubert White
	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
	Membership	Damien Charl�ty
x	Communications	Margaret Moggia, CPA, CTC
x	Commercial Associate Liaison	Kyle Tanaka
	Commercial Associate Member	Greg Whipple
	Governance and Finance Committee Chair	Rudy Livingston, CCMT
x	Revenue and Taxation Policy Committee Representative	John Adams
x	Meetings and Membership Specialist	Yelena Martynovskaya
x	Meetings and Membership Assistant	Kristy Schrimsher

### Consent Calendar

The board reviewed the minutes from the May 16, 2018 Board of Directors Meeting as well as the Financial Report from May 31, 2018. Dan proposed amending the minutes to reflect the correct time the meeting ended. The board discussed the process of collecting open AR.

**Dan Matusiewicz moved to approve May minutes with the amendment. Jenny Leisz seconded the motion. May 16, 2018 minutes were approved.**

**Jenny Leisz moved to approve May financials. Rudy Livingston seconded the motion. May 2018 financials were approved.**

### **Standing Rules**

Dan reported that the Standing Rules is a document that can be updated as needed and that it needs a better definition of what an Active member is. Dan asked Rudy and his committee to look into the definition of an Active member. Dan asked the board to review their sections and provide feedback and revisions if needed. Dan proposed reviewing the document once in the beginning of the year then once at the end of the year. Dan proposed that current amendments be approved and then if additional amendments come in they will be proposed.

**Dan Matusiewicz moved to approve current Standing Rules amendments. Rudy Livingston seconded the motion. Proposed June amendments to the Standing Rules were approved.**

### **Association Manager Contract**

Dan reported that after the last meeting he had set up an ad hoc committee to review the CMTA's contract with Smith Moore and Associates (SMA) for the 2018-2021 year. Dan reported that the committee reviewed the contract and made amendments. Dan also reported that the committee met with SMA representatives to review the contract and to make revisions.

**Dan Matusiewicz moved to approve the CMTA July 1, 2018 - June 30, 2021 contract with SMA. Rudy Livingston seconded the motion. The CMTA July 1, 2018 - June 30, 2021 contract with SMA was approved.**

### **Budget questions and Budget adoption**

Dan reported that Finance Committee has been working with SMA on a draft 2018-2019 budget for some time. The board discussed the issue of having an unbalanced budget and decided on forming an ad hoc committee to finalize the budget, particularly in two areas: to match the workshop income and expense and to reflect the projected FIA expenses. The board agreed to vote on the budget as is, with amendments, and to work on resolving the questions.

**Dan Matusiewicz moved to approve the 2018-2019 budget with amendments. Rudy Livingston seconded the motion. The 2018-2019 budget was approved.**

### **Legislative Advocacy Request**

John Adams presented the report. The board decided to take no action.

### Committee Reports

#### **Education and Certification**

Hubert White reported that his committee is planning on having a conference call to begin working on the action plan.

#### **Investment Policy Certification Subcommittee**

Yelena Martynovskaya reported that Shaun Farrell is looking for evaluators to join the subcommittee.

#### **Certification CCMT and CTC Subcommittee**

Ernestine Jones reported that the forms acknowledging the completion of CMTA Specialized Training from the April's pre-conference are due June 25<sup>th</sup>. Ernestine also reported that she is working on a letter to expiring CCMT holders to have them enroll in the new program. Margaret Moggia emphasized that this committee needs to be working closely with the Communications Committee on developing communication to members. Tracey Angelo reported that she is looking for a committee to help her with marketing.

### **Membership**

Dan reported that he has been in contact with Damien Charléty who is currently working on membership renewal notices. Dan also reported that Dan needs volunteers to join his committee. Dan will forward a small contact list of potential committee members to the board.

### **Communications**

Margaret Moggia reported that the Communications Committee has been formed and the members are Pam Arends King, Nadia Feeser, Don Patterson, Karan Reid and Rick Rios. Margaret reported that the committee has met several times and has formed an action plan based on the current Strategic Plan. Margaret continued that the committee has an aggressive schedule and its main goal is to make sure that there is adequate communication with members, that they are aware of the association and what it is doing. Margaret further reported that the committee will be looking into developing social media policy, updating the website, reviewing listserv protocols and getting the newsletter published again. Margaret reported that the committee will be evaluating all of its goals and working with the Finance Committee to see how all of the changes can be implemented. Margaret also reported that the current bylaws amendments were approved by the membership.

### **2019-20 Conference Committee**

Don Patterson asked the board for volunteers to join the 2020 conference committee. Don also reported that the committee will need to begin looking at Northern California venues.

### **Non agenda board member comments**

Rudy reported that there seems to be a drop-off of attendance when the events are held in Northern California but Don reported that there was actually not much of a reduction in attendance when the conference was held in Oakland.

### **Items for future consideration**

Dan reminded everyone to put their action plans together and that he will send the example template to be used.

Meeting adjourned at 2:05 p.m.

Respectfully submitted,

Yelena Martynovskaya  
Meeting & Membership Specialist