

ACTION ITEMS from Board meeting in San Francisco, 2010

ACTION: To find the forms which were established under Marilyn Hayes' tenure and upload them to the website. Helen Poole Newman will take on the responsibility to send them out to all board members.

ACTION: Finding out if WCA's incorporation status in DC make a difference for donations at the national level. Susan Kraft will contact Lawyer in DC. Nesser-Chu and Patricia Otani will forward incorporation forms to S. Kraft.

ACTION: Eleanor Dickinson, who has been on the Awards Selection Committee for several years, is asked to supply the board with the old manual.

ACTION: Create a Tutorial about Digital Show Applications J. Amicucci will research available sources and will work with the Exhibition Committee, the administrator, and Nesser to produce a guide

ACTION: to create a WCA style guide

ACTION: Barbara Wolanin will contact the Library of Congress to get an ISBN number for the LAA catalog

ACTION: Compile list of duties for Treasurer

ACTION: Every board member needs to submit a skill list

ACTION: Applications of possible candidates for Treasurer need to go to the finance committee, which will be joined by Avinger Nelson and Dail Chambers

ACTION: Get an example of what a skill list looks like

ACTION: \$1,000 will be put in escrow to purchase online submissions software to be tapped into for permanent solution. In the meantime, Luner and Gutfreund should work on finding a solution for the national show in 2011.

ACTION: D.O. is to submit break-down % of time spent on duties

ACTION: update bylaws from National Administrator to Director of Operations in all instances.

ACTION: Update bylaws/website to reflect new position of VP Special Events

ACTION: Priscilla Otani appointed by Nesser-Chu to chair the Strategic Planning Committee
Members: Sandra Mueller, Dail Chambers, Susan Kraft, Patricia Martini,
Janice Nesser-Chu. The committee will also ask Margaret Parker.

ACTION: All Board members to participate in the Fundraising campaign by raising \$500

ACTION: Taskforce to ask each caucus for a definition

Nesser-Chu notes that after studying the bylaws, she found that there was nothing about caucuses. In fact, four caucuses are currently operating without governance. Nesser would like to see an amendment in the bylaws about how caucuses can operate.

ACTION: Luner and Amicucci will look for ways to innovate the website

ACTION: MEDIA Award - Oelbaum should come up with guidelines and procedures for the awards. She should also find a separate timing of the award presenting, so that it does not infringe on the LAA celebration.

Parking Lot Agenda

ACTION: Make headshots on board page smaller

ACTION: Nesser-Chu will make contact with the San Diego Chapter

ACTION: Nesser-Chu will name 6 people from each Region to be on the Nominations Committee, as set in the bylaws.

ACTION: Nesser-Chu will address the “Committee-of-one” problem by a call to members, and/or see if committees can be combined.

ACTION: Nesser-Chu and Barr will see how Regions are organized, and work on San Diego issue.

ACTION: Add Eleanor Dickinson’s article “The History of WCA”, published in *Blaze*, to website. Find out about publishing rights from Blaze producer.

ACTION: Treasurer is to submit job description and list of duties to Finance Committee

ACTION: A. Nelson will compile list of items the Board requests training in.

MSP to change name of Chapters’ Council Director

The Executive Committee may take on the change of name.