



## MINUTES

### FIRST 2013 CSEA BOARD OF DIRECTORS MEETING

June 14, 2013

SEIU Local 1000, Field Office  
1325 S Street, Sacramento, CA 95811

The meeting was called to order at 1:00 p.m. by President Marilyn F. Hamilton.

Roll Call – Secretary-Treasurer David Okumura.

The Pledge of Allegiance was led by Secretary-Treasurer David Okumura.

Members present:

Marilyn F. Hamilton, President  
David Okumura, Secretary-Treasurer  
Patrick N. Gantt, CSUEU President  
Tim Behrens, CSR President  
Arlene Espinoza, ACSS, Inc. President  
Loretta Seva'aetasi, CSUEU Vice President Finance  
Michael Geck, CSUEU Vice President Organizing  
Fritz Walgenbach, CSR Executive Vice President  
Gus Lease, CSR Vice President  
Frank P. Ruffino, ACSS, Inc. Vice President Governmental Affairs  
Elnora Hunter-Fretwell, ACSS, Inc. Executive Vice President

Board Alternates present:

Alisandra Brewer, CSUEU Vice President Representation  
Tamekia Robinson, SEIU Local 1000 Vice President Organizing/Representation  
Todd D'Braunstein, ACSS, Inc. Vice President of Membership Development

Members Absent:

Russell Kilday-Hicks, Vice President  
Yvonne Walker, SEIU Local 1000 President  
Cora Okumura, SEIU Local 1000 Vice President/Secretary-Treasurer  
Margarita Maldonado, SEIU Local 1000 Vice President Bargaining

Headquarters office was represented by: Lee King, Rocco Paternoster, Phil Sherwood, Mike Carr, Lisa Fong and Lao Sok

## COMMUNICATIONS

Secretary-Treasurer David Okumura reported that there were no communications.

## REPORT OF CLOSED SESSION

Secretary-Treasurer David Okumura reported that bargaining & legal issues were discussed.

## **REPORT OF AGENDA COMMITTEE**

Secretary-Treasurer David Okumura reported that there were no new Agenda Items to report. The Board was in general consensus with adopting the Agenda as printed.

## **READING AND APPROVAL OF THE THIRD 2012 BOARD OF DIRECTORS MINUTES AUGUST 30, 2012.**

BD 1/13/1      MOTION: That the Board of Directors approve the Minutes from the Third 2012 Board of Directors Meeting. Motion was adopted by general consent. CARRIED.

## **REPORT OF PRESIDENT**

President Marilyn F. Hamilton reported that since she is not a full time president, CSEA General Manager Lee King will be reporting on what is going on in Headquarters. As chair of CSR Bylaws Governing Rules, President Marilyn has been working with CSR on their ballot measures. She has also visited some of the CSR chapters to provide support and ensure that everything goes accordingly.

## **REPORT OF VICE PRESIDENT**

President Marilyn F. Hamilton reported that there was no report from Vice President Russell Kilday-Hicks.

## **REPORT OF SECRETARY-TREASURER**

Secretary-Treasurer Dave Okumura reported as follows:

- We completed the CSEA audit for the year ending December 31, 2012 and had issued audit reports on April 18 (2 weeks earlier than the prior year). We received a “clean” or what is currently called an “unmodified opinion”; which is the highest level of opinion that an outside auditor can issue. Based on their audit of CSEA’s financial statements, the auditors concluded that the financial statements were fairly presented in conformity with generally accepted accounting principles. Additionally, the auditors concluded that they did not identify any deficiencies in internal controls that they considered to be a material weakness.
- The accounting department was also able to complete the year end audits for the 3 Affiliates with similar results in terms of unmodified opinions and timeliness. The Hudson report for CSUEU was also completed with plenty of time to spare in terms of meeting the required deadline.
- The financial statements for the first 4 months ending April 30, 2013 reflect no items of concern. Although projections this early in the year are more ‘art’ than “science”, we are currently projecting a surplus of approximately \$500,000 for 2013. The principal reasons for this projected surplus are due to increased profits from the Member Benefits Program that has resulted from a combination of increased revenues and decreased staffing costs.

- The Accounting Department is currently going thru an RFP process to replace our legacy payroll system to a version that offers more client support. The payroll system is projected to be tested and ready for use at the start of next year.

## **REPORT OF GENERAL MANAGER**

### **OPERATIONAL ISSUES**

- We successfully completed our audit season that involved 6 separate audit reports—all audits were completed earlier than the year before and I am happy to report that all were clean /unqualified audit reports meaning that the auditors concluded that the financial statements were fairly presented in conformity with generally accepted accounting principles. Additionally, the auditors did not identify any deficiencies in internal controls that they considered to be “material weaknesses”. Kudos’s to Mike Carr and his department
- Bargaining status—3 separate NLRB complaints filed by the Staff Union have been decided in CSEA’s favor. A fourth one was withdrawn by the Staff Union when the NLRB let it be known that they would be deciding in the employer’s favor. All of these concerned whether CSEA engaged in unfair bargaining when it imposed the “Last Best and Final Offer in September 2012. Fast forward to today—after many bargaining sessions and 2 attempts with mediation, we have a “conceptual deal”. Employer will offer a pool of money based on 1.35% of salary and \$500/employee per year (equivalent to approximately \$70,000/year) for 3 years to offset the employee portion (20%) of medical premiums. The UAW will develop how they want that pool of money distributed per employee (for example more may be allocated to employees earning less than \$60,000 versus those over. This in turns buys us a 3 year contract expiring in June 2016 and since there are no salary increases, there is no permanent increase to salaries once the contract expires. Once the details are finalized, we will need to convene a phone conference Board meeting to approve the contract. Other provisions of the LBFO remain intact with respect to limiting future retirees to what existing active employees get with respect to retiree health benefits as well as no retiree health care for employees hired after 9/1/2012.
- I have had some informal discussions with a local developer group about potential development of either or both the Headquarters building and the parking lot. They have done a site visit and have had initial conversations with some equity partners. Now that the NBA has decided on the Kings remaining in Sacramento and the development of a downtown arena, they believe a project has more financial appeal. I have shared general square footage requirements and tax parcel numbers so they can research any zoning restrictions. The next step would be to define what the Affiliates would desire in terms of space and whether they want to “cash out” or become equity partners in a project. The most likely choice for development would probably be the parking lot on Q Street.
- The finance Committee met in April and among other things discussed options to deal with any budget surpluses that might occur in Central Support and the profits generated from the Member Benefits Department. Two options surfaced:

1. Budget surpluses and Member Benefit Profits should be retained by CSEA for possible contingencies (building issues, repayment of its share of the SEBC loan in June 2017 (approximately \$210,000).
  2. Allow CSEA to retain these funds to offset the general costs of General Council in 2015 that were not budgeted for.
- The Woodlake Inn, for which we have contracted for the 2015 General Council, has started construction of a card room within the hotel. Under the terms of the contract, we have the ability to void the contract if we desire. It is staff's opinion, however, that despite the addition of the card room, this still remains the most convenient and cost-efficient location to house 2015 General Council. We will tour the facility, after construction is complete, to determine the impact to holding the General Council in this location.
  - Each department manager is currently assessing the manpower requirements of their departments and having the staff update their desk duty descriptions in order to be able to assess the staffing requirements post 2015.

## **CSEA FOUNDATION REPORT**

### **Board of Directors-Membership**

- Presently, there are only 3 Board members; Jennifer O'Neal-Watts CSUEU, Patricia Neifer Local 1000 and Joan Kennedy CSUEU. Ron Ridley CSR has decided not to volunteer for another term. We have 3 vacancies. Joan Kennedy serves as President; Jennifer O'Neal-Watts serves as Treasurer/Secretary. The office of Vice-President is vacant.

### **Scholarship Selection Committee**

- Jennifer O'Neal-Watts is serving as chair of the Foundation Scholarship Selection Committee and applications are currently being reviewed. Members of the selection committee include Patricia Neifer and Sharon Glasgow CSUEU. 58 applications were received. The committee will be selecting 5-6 recipients. Each awardee will receive \$1000. Checks made out in their names will be mailed to the Financial Aid Office at the college/university of choice.

### **Financials**

- Savings:           \$556.05
- Checking:         \$ 41,324.17

### **Future of the Foundation**

- The Foundation is struggling from lack of support, commitment and interest from CSEA affiliates and members. All 3 board members have full time jobs and other commitments. I believe it's time for the CSEA Board to have a discussion to continue with the Foundation or vote to dissolve. It is unfortunate but a discussion that needs to take place. If you have any questions or would like to discuss direction, please give me a call 805 441-5568 or email me [jkennedy.csueu@gmail.com](mailto:jkennedy.csueu@gmail.com).

## **AFFILIATES REPORTS**

### **(ACSS, Inc.)**

Mrs. Espinoza reported that ACSS has had some success with legislation of their own. ACSS has sponsored a bill which is by Jim Bell. He is a senator from Campbell, San Jose. ACSS bill number is SB216. The bill addresses the issue of compaction (the nature of state employees making more money than the supervisor). There is existing language in Cal HR manual requiring the State to maintain its recommended 10% differential between supervisors and their employees which the state doesn't comply with. ACSS is looking legislatively into making them comply or if there is no funding, then have the state produce a report to the legislature as to why they fail not to comply with the 10% differential. The SB216 bill is now in the Assembly Standing Committee. Mrs. Espinoza requested support for SB216.

### **(SEIU Local 1000)**

Ms. Robinson reported that SEIU Local 1000 had a fantastic rally on June 5, 2013. SEIU Local 1000 got over 8000 members who signed in on June 5, 2013. SEIU Local 1000 came to a tentative agreement with the state on Tuesday, June 11, 2013. SEIU Local 1000 was able to get a 2% raise next year that is contingent on the state meeting it's constitutional requirement on prop 98. And 2.5% in 2015. If members did not get the 2% in 2014, then members will receive an across-the-board wage increase totaling 4.5% over three years. Some other highlights are seasonal clerks will receive a \$.50 pay increase. Now, they will be making \$9.50 instead of \$9.00. SEIU Local 1000 was able to get increases in business and travel expenses, reduction in health care dependent vesting from two years to only one, workplace violence and bullying prevention, removal of the expiration date for PLP earned in 2010 and 2012, no new furlough or PLP days during the term of the contract and added a grievance procedure to the dignity clause. Overall, SEIU Local 1000 felt that it is a great deal. Ratification meeting will start next week. Ratification ballots and summaries of the tentative agreement will be mailed to all Local 1000 represented employees after being approved by the SBAC (Statewide Bargaining Advisor Counsel).

### **(CSR)**

Mr. Behrens reported that CSR elected a new president in February 2013. CSR had a successful Lobby Day in March 2013. They had 115 members who showed up on Lobby Day. CSR has hired a lobbying firm, Blanning & Baker's Associates, to assist CSR with legislative and political interests. Mr. Behrens spoke of the CalPERS Long-Term Care Program at the Assembly Aging Committee. CSR has implemented a new plan. They are now having their Board of Directors meeting three times a year, and they are having their committees meetings two days prior to the Board of Directors meeting.

Bobbi Estrada is the chair person for Membership Benefits Committee and is the president of chapter 23. She has been charged by CSR with a three year plan on membership and recruitment. She is currently working on rolling out an Ambassador program. She currently has six members located all through the State of California. Two located here in Sacramento, one from Chapter 2 and the other is from chapter 165. The committee's plan is to identify all state locations starting with Sacramento. The committee members will be going out delivering CSR newspapers and applications to potential members. Bobbi is requesting assistance from the affiliates in regard to assisting her committee by providing location & contact information from the affiliate's database.

Mr. Brehren reported that many of the affiliate's members that rollover to CSR end up dropping membership within six months because they don't know who CSR is. Mr. Behrens is requesting CSR to run their ads in the affiliate newspapers if space is available. This will give CSR the opportunity to advertise and to educate potential retirees members. Lastly, Mr. Behrens reported that CSR was looking at legislation in the future, to enhance the death benefit.

**(CSUEU)**

Mr. Gantt reported that CSUEU has been busy this year. CSUEU hopes the budget that was supposed to be signed today (June 14, 2013) will help put some money back into CSUEU so CSUEU can start seeing some position coming back. CSUEU's full contract is not expiring until next year. CSUEU is trying to develop leadership and modules for chapters to use. CSUEU continues to develop ongoing institutionalized processes of leadership development. Even though CSUEU has lost a lot of its members, CSUEU is encouraging a lot of the chapters to recruit more members. Since January of 2013, CSUEU has over 245 new membership applications. CSUEU was able to recruit 50 more applicants to join because of the CSUEU Hudson notice having membership applications attached to the notice. CSUEU had a successful Lobby Day. CSUEU had 60 members and leaders from across the State of California. During Lobby Day, CSUEU had 92 confirmed appointments with the legislature from 9 am – 3 pm. CSUEU made all of the 92 appointments. After Lobby Day, CSUEU sent out thank you cards to the legislators because CSUEU wants to establish and keep a long term relationship with the legislators.

State Senate President Pro-Tem Darrell Steinberg introduced SB 520. SB 520 is in support of online education and contracting out online education support services by going into public private partnership with organizations like the University of Phoenix and National University. The bill is now in the Assembly. CSUEU would like to get SB 520 defeated.

**B&P 1/13/1 (Hamilton) Full-Time Paid President, Officer Expenses and Automobile Allowance**  
BD 2/13/1 MOTION: That the Board of Directors approves the following amendments to Policy File Sections 206.00, 1301.00, 1305.00, 1306.06, 1307.00 and 1313.00 as submitted. Motion was adopted by general consent. CARRIED.

**Division 2: Association Governance**

**206.00 Full-Time Paid President**

~~The Association shall pay a salary to a full-time president. (BD 33/91/3, BD 11/11/2, BD 24/11/2)~~

**206.01 Duties of the President**

~~The duties of the president shall include: (BD 34/91/3, BD 11/11/2, BD 24/11/2)~~

~~(a) Those duties prescribed in Bylaws Article IV: Governance, Section 2 (b); (BD 34/91/3, BD 59/94/2, BD 11/11/2, BD 24/11/2)~~

~~(b) Acting as chief spokesperson on all Association matters; (BD 34/91/3, BD 11/11/2, BD 24/11/2)~~

~~(c) Representing the Association at meetings and conferences within and without the State of California within budgeted funds at his/her discretion without curtailment, when in the best interest of the Association; (BD 34/91/3, BD 11/11/2, BD 24/11/2)~~

~~(d) Assigns duties to Association officers as and when necessary or appropriate; (BD 38/99/2, BD 11/11/2, BD 24/11/2)~~

~~(e) Prioritizes the duties of statewide officers in situations where duties assigned them by these Bylaws are conflicting. (BD 38/99/2, BD 11/11/2, BD 24/11/2)~~

## 206.02 Paid Leave for President

The Association shall attempt to secure paid leave from the president's state job, and may reimburse the state for the cost of leave, plus the cost of employer provided benefits. Should paid leave not be available, the Association shall pay directly to the president the state salary the president would have drawn while on paid leave, including any scheduled state salary adjustments during the president's term of office. In addition, the Association shall pay the cost of any benefits that would have been paid by the state employer for a period of paid leave. (BD 33/91/3, BD 101/98/5, BD 34/04/2, BD 11/11/2, BD 24/11/2)

## 206.03 President's Compensation

(a) The salary of an employed member serving as president shall be the continuing salary the member draws from the State of California following election, plus an amount as determined in (c) below. (BD 33/91/3, BD 101/98/5, BD 34/04/2, BD 11/11/2, BD 24/11/2)

(b) The salary of a retired member serving as president shall be equal to the current top step of the classification held at the time of retirement (or, if the classification no longer exists, an equivalent classification), less the employee's gross state retirement, plus an amount as determined in (c) below. (BD 33/91/3, BD 101/98/5, BD 34/04/2, BD 11/11/2, BD 24/11/2) (c) The president shall be paid \$50,000 annual salary or the amount under (a) or (b) above, whichever is greater, plus expenses and a leased automobile. (BD 38/01/1, BD 31/02/1, BD 22/03/2, BD 34/04/2, BD 11/11/2, BD 24/11/2)

## 206.04 Compensation for Replacement for Full Time Paid President

### (a) Permanent Replacement

In the event of the death, resignation or removal of the president, the vice president becomes the president for the remaining portion of the term. (BD 45/92/2, BD 101/98/5, BD 22/08/3, BD 11/11/2, BD 24/11/2)

#### (1) Compensation

When the vice president becomes president, his/her compensation shall be as provided in Division 2: Association Governance of the Policy File (BD 45/92/2, BD 59/94/2, BD 101/98/5, BD 22/08/3, BD 11/11/2, BD 24/11/2)

### (b) Temporary Replacement

In the event the vice president becomes president on a temporary basis due to illness, injury or other similar incapacity that prevents the president from performing the duties of the office, the compensation for the vice president shall be determined as follows: (BD 45/92/2, BD 101/98/5, BD 22/08/3, BD 11/11/2, BD 24/11/2)

(1) No compensation for the first 15 days, except for related expenses incurred; (BD 45/92/2, BD 101/98/5, BD 11/11/2, BD 24/11/2)

(2) Starting with the 16th day and thereafter:

If leave of absence is taken, the prorata share of the compensation provided in Division 2: Association Governance of the Policy File.

~~(BD 45/92/2, BD 59/94/2, BD 101/98/5, BD 11/11/2, BD 24/11/2)~~

### **Division 13: Association Travel Expense**

#### **1301.00 Persons Eligible for Reimbursement**

##### 1301.01 Reimbursement on Association Business

The following persons may be reimbursed for expenses in connection with official business of the Association: (BD 17/77/1, BD 24/11/2)

(a) Delegates of General Council, when General Council is in session; (BD 17/77/1, BD 59/94/2, BD 24/11/2)

(b) Association Officers; (BD 17/77/1, BD 24/11/2)

(c) Affiliate/division officers including the designated alternate voting officer from each affiliate/division as defined in the Bylaws; (BD 17/77/1, BD 17/05/1, BD 19/09/1, BD 22/10/2, BD 24/11/2)

(d) Members of Association committees, councils, ad hoc committees, and advisory groups; (BD 17/77/1, BD 22/10/2, BD 24/11/2)

~~(e) Other members of the Association assigned by the president to perform duties for the Association; (BD 17/77/1, BD 24/11/2)~~

~~(f) (e) Members of staff; and (BD 195/80/5, BD 24/11/2)~~

~~(g) (f) Interpreters for the hearing impaired. (BD 75/77/3, BD 59/94/2, BD 17/05/1, BD 24/11/2)~~

~~(h) (g) With prior approval of the president, any elected official of the Association including General Council delegates may be reimbursed for travel expenses incurred for personal care services when on authorized Association business. The president shall require medical verification of the need for personal care services prior to granting approval. The president shall also require, prior to granting approval, a written waiver of liability for the Association which shall be executed by both the member and the person(s) providing personal care services. (BD 49/97/3, BD 24/11/2)~~

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#### **1305.00 Entertainment**

##### 1305.01 Members of the Board of Directors

~~Entertainment may be an authorized expense only for officers and when incurred in the performance of official business of the Association. The names and titles of persons for whom this type of expense is claimed, an explanation of expenses, and receipts must be included with the expense claim. (BD 16/82/1, BD 17/05/1, BD 41/06/2, BD 18/09/1, BD 24/11/2)~~

##### 1305.02 Designated Management Staff



~~Expenses for approved legislative and administrative business activities involving entertainment of non-Association persons are authorized for headquarters management staff members whose assignments require such entertainment. The names and titles of persons for whom this type of expense is claimed, explanation of expenses, and receipts for entertainment expense, must be included with the claim. In the event it is impractical to list the names of each person in a sizeable group, the name and title of the main person in the group, the total number of persons, and the receipts will be sufficient. (BD 10/86/1, BD 24/11/2)~~

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#### 1306.06 Extraordinary Expenses

~~(a) Officers of the Association are reimbursed for all allowable expenses incurred in the performance of official business of the Association. In addition they may claim all reasonable and necessary out-of-pocket expenses incurred in fulfilling the requirements of their office, subject to the approval of the president and secretary-treasurer. (BD 17/77/1, BD 24/11/2)~~

~~(b) (a) General Council delegates (and alternate delegates as defined in Division 13: Association Travel Expense of the Policy File) are reimbursed only for actual authorized expenses necessary for attendance at General Council and related preliminary committee meetings. (BD 17/77/1, BD 59/94/2, BD 22/10/2, BD 16/11/2, BD 24/11/2)~~

~~(c) (b) Claims for reimbursement of extraordinary expenses of members of General Council shall be submitted to the appropriate affiliate/division for approval and submission to the secretary-treasurer. Members of the Board of Directors shall submit claims directly to the secretary-treasurer for approval. (BD 17/77/1, BD 59/94/2, BD 22/10/2, BD 24/11/2)~~

~~(d) (c) Expenses resulting from assignment of members of General Council to a hotel/motel more than one mile distance from General Council assembly location shall be approved by the appropriate affiliate/division prior to submission to the secretary-treasurer. (BD 17/77/1, BD 59/94/2, BD 22/10/2, BD 24/11/2)~~

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#### **1307.00 Affiliate/Division Representatives on the Board of Directors**

Affiliate/division representatives on the Board of Directors or on the Executive Committee are reimbursed from their respective affiliate budgets for all allowable expenses incurred in attending those meetings. (BD 158/80/4, BD 59/94/2, BD 55/97/3, BD 22/10/2, BD 24/11/2)

#### **1307.01 CSEA Officer Travel and Union Leave**

(a) CSEA officers are authorized to attend all CSEA Board meetings, CSEA committee meetings and meetings for central support business operations and shall be reimbursed for all associated travel and union leave expenses. Union leave requests shall be routed to and signed by the CSEA President and the designated signatory for the affiliate in which the officer is a member. Travel expense claims are approved by the CSEA President or by the CSEA Secretary Treasurer for the President's travel.

(b) Reimbursement of travel expenses and union leave by CSEA officers to attend any affiliate-sponsored meeting is the responsibility of the affiliate and requires prior authorization by the affiliate president or designee. Union leave requests shall be routed to and signed by the designated signatory for the affiliate sponsoring the meeting and the designated signatory for the

affiliate in which the officer is a member. Travel expense claims are approved by the designated affiliate officer.

- (c) Reimbursement for travel expenses and union leave by CSEA officers to attend any other meeting or event not covered by (a) or (b) above must be authorized by Board action and is subject to all other travel and reimbursement rules in this division. Union leave requests shall be routed to and signed by the CSEA President and the designated signatory for the affiliate in which the officer is a member. Travel expense claims are approved by the designated CSEA officer as described in section (a) above.

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### **~~1313.00 Automobile for the President~~**

The Association shall:

~~(a) Furnish a union made vehicle for the president's use on Association business. The Association shall also furnish insurance on the vehicle and pay the actual cost of gasoline, oil, maintenance and repairs, or; (BD 7/91/1, BD 17/05/1, BD 22/10/2, BD 24/11/2)~~

~~(b) In lieu of using an Association furnished vehicle, the president may receive business mileage reimbursement for use of a private vehicle in accordance with the provisions of this Division and a stipend equivalent to the cost of a leased vehicle. Should the president elect this option, the Association will not furnish insurance on the vehicle, nor will the Association pay for maintenance, repairs or the actual cost of gas and oil. (BD 7/91/1, BD 22/10/2, BD 24/11/2)~~

### **B&P 2/13/1 (Hamilton) 40 Miles Limit Rule For Housing General Council Delegate**

BD 3/13/1 MOTION: That the Board of Directors adopt the following amendment to Policy File Section 1304.00 Lodging Section (b): Motion was adopted by general consent. CARRIED.

~~(b) Lodging other than General Council lodging shall not be allowed if residence is within 40 miles from the meeting location. Only actual expenses within the above limits are reimbursed and receipts are required.~~

~~Lodging for General Council shall be for the negotiated rate or less, based upon single occupancy by delegates. Only actual expense within the above limitations is reimbursed and receipts are required. General Council delegates opting not to take lodging may claim \$25.00 a day, without receipts, to cover mileage, parking and other incidental expenses.~~

General Council Delegates not using housing may claim mileage and parking.

### **B&P 3/13/1 (Hamilton) General Council Child Care 407.01**

BD 4/13/1 MOTION: That the Board of Directors delete Policy File Section 407.01 (Child Care) and that the section following be renumbered accordingly. Motion was adopted by general consent. CARRIED.

### **~~407.00 Child Care~~**

#### ~~407.01 Provision of Child Care~~

~~Every attempt will be made to provide child care to members attending General Council. When a member requests child care, an agreement will be sent to that~~

~~member specifying that the member will be responsible for any additional charges incurred if the child is not picked up within half an hour after recess/adjournment of the meeting for which child care was provided. The member must also agree to sign in/sign out, to present identification when leaving or picking up their child, to provide all meals and to be available at the meeting facility at all times while child care is provided. (BD 7/98/1, BD 64/03/2, BD 10/05/1, BD 10/11/2, BD 24/11/2)~~

**408.00 407.00 Oath of Office for Statewide Officers**

I do hereby solemnly affirm that I will faithfully discharge the duties of the office to which I have been elected in accordance with the Bylaws and Policy File of the California State Employees Association to the best of my ability. I will deliver to my successor in office all books, papers and other property of this Association that may be in my possession at the close of my official term. (BD 61/90/2, BD 59/94/2, BD 64/03/2, BD 10/11/2, BD 24/11/2)

**B&P 4/13/1 (Hamilton) Committee Appointments**

BD 5/13/1 MOTION: That the Board of Directors approves the amendment to Policy File Section 605.00 as submitted. Motion was adopted by general consent. CARRIED.

**Division 6: Committees**

**605.00 Committee Appointments**

605.01 Appointments

Unless otherwise provided, the president coordinates the appointment of members nominated by their affiliates to General Council subject committees. The president may not appoint any member to a subject committee unless that member is nominated by an affiliate. The president may not veto an affiliate appointment without cause subject to review by the CSEA Board of Directors. Such subject committees shall consist of active members of the Association's affiliates; shall be appointed within 50 days of the close of General Council; and shall serve until the adjournment of the next succeeding General Council unless previously removed. (Bylaws Article X: Committees, Sections 4 and 5) (BD 195/80/5, BD 59/94/2, BD 16/05/1, BD 12/11/2, BD 24/11/2)

To ensure the greatest possible member involvement, the president should not appoint members of the Board of Directors to standing committees. (BD 43/81/3, BD 59/94/2, BD 22/08/3, BD 24/11/2)

**FIS 1/13/1 (Okumura) 2012 Audit Report**

BD 6/13/1 MOTION: That the Board of Directors adopt the 2012 Audit Report of CSEA. Motion was adopted by general consent. CARRIED.

**FIS 2/13/1 (Okumura) Budget Surplus in Central Support**

BD 7/13/1 MOTION: The Central Support surplus goes to the Building Reserve line item. This line item will be used to fund SEBC allocated cost, 2017 loan repayment and prior Board approved deferred maintenance. Motion was adopted by general consent. CARRIED.

**FIS 3/13/1 (Okumura) Member Benefits Profits**

BD 8/13/1      MOTION: To allow CSEA to retain excess reserve from Member Benefits to offset the general costs of the General Council in 2015 that were not budgeted for. Motion was adopted by general consent. CARRIED.

**MEETING ADJOURNMENT**

The meeting was adjourned by President Marilyn F. Hamilton at 2:55 PM.

Respectfully submitted,  
Lao Sok