



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, October 21, 2019

1:30p.m.

Azusa Adult School – Room 16

1134 S. Barranca Ave.

Glendora, CA 91740

Minutes – Approved Electronically 02/04/2020 Act # 20-01

1.0 CONVENE REGULAR EXECUTIVE BOARD CLOSED SESSION MEETING (1:30)

1.1 Meeting called to order by Chair Linda McNary at 1:45 pm

1.2 Pledge of Allegiance

1.3 Roll call:

Citrus College, Representative	Absent	John Russell, Regional Director	Present
Felipe Delvasto, Representative	Present	Saida Valdez, Proxy	Present
Flint Fertig, Representative	Present	Calvin McKendrick, Proxy	Absent
Ron Letourneau, Representative	Present	Rick Crosby, Proxy	Absent
Linda McNary, Representative	Present	Rebecca Summers, Proxy	
Kevin Morris, Representative	Present		

2.0 ORDER OF BUSINESS

Representative discussion/presentation of agenda items which could be moved up on the agenda.

None at this time.

- 2.1 Approve the minutes of the September 24, 2019 Regular Executive Board Open Session Meeting.

Act # 19-27 Motion by Mr. Delvasto, seconded by Mr. Letourneau **Vote to Approve 5-0**

Representative Citrus College A Representative Delvasto Y Representative Letourneau Y
Representative Fertig Y Representative McNary Y Representative Morris Y

3.0 COMMUNICATIONS

- 3.1 Representative reports:

Azusa: Ms. McNary reported that Azusa classes are full and have waiting lists. Azusa is offering a new level and has

Citrus: No report.

Claremont: No Report.

Duarte: Mr. Morris advised that the first Parent University program went well and that Duarte will be getting good TE data due to help from Monrovia.

Glendora: No report.

Monrovia: No report.

- 3.2 Regional Director report.

Mr. Russell deferred his report.

- 3.3 Public comment for items not on the agenda.

None at this time.

- 3.3.1 Public comments for items on the Open Session Agenda.

None at this time

4.0 BOARD DISCUSSIONS ABOUT CCAEC FALL CONFERENCE

Ms. McNary reported that the conference was ready and that two OTAN presenters would be in attendance. One presenter would not be available, but Azusa had a solution for this.

Ms. McNary asked that Mr. Russell check in with Ms. Valdez about the conference and clarify some issues.

5.0 BOARD DISCUSSION FOR BUDGET PROCESS

Board discussions centered on the existing documentation process and the fact that it duplicated efforts and was onerous. Ms. McNary felt that the board should use Rad reports from PeopleSoft, specifically the LAGL015c, rather than the *Member Annual Plan and Use of Funds*.

(Attached to these minutes are all the individual NOVA reports, individual LAGL015c reports, and the email thread approving the budgets.)

6.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING

Meeting was adjourned at 2:30.