



Coast District Management Association

BOARD MEETING MINUTES

Tuesday, April 10, 2007

7:30 am – District H.R. Conference Room

The purpose of this organization shall be to:

Promote the professional welfare of the membership and provide a vehicle for consultation with the District Governing Board on significant issues and promote the welfare of the district.

CDMA Board

✓ Present ✗ Absent

✓ Lynn Dahnke, President
CCC, Ldahnke@coastline.edu, x16231
✗ Mike Duffy, Vice President
GWC, Mduffy@gwc.cccd.edu, x58183

✓ Wanda Doty, Treasurer
District, Wdoty@mail.cccd.edu, x84792

✓ Judy Garvey, Secretary
CCC, Jgarvey@coastline.edu, x 16230

✓ Melinda Nish, Past President
OCC, Mnish@occ.cccd.edu, x25015
✗ Joycelyn Groot, CCC Rep.
JGroot@coastline.edu, x16161
✗ Christine Nguyen, CCC Rep.
CNquyen@coastline.edu, x16150

✗ Kimberly Allen, District Rep.
KAllen@mail.cccd.edu, x84654

✗ Richard Kudlik, District Rep.
rkudlik@mail.cccd.edu, x84602

✗ Margie Buntten, GWC Rep.
Mbuntten@gwc.cccd.edu, x58315
✗ Anthony Maciel, GWC Rep.
Amaciel@gwc.cccd.edu, x58983

✓ Kristin Clark, OCC Rep.
Kclark@occ.cccd.edu, x25774

✓ Daniela Thompson, OCC Rep
dthompson@occ.cccd.edu, x25113
✗ **Vacant, Chancellor's Rep./PAC**
x84707

✓ Martha Parham,
e-Newsletter (Ex-Officio)
Mparham@cccd.edu, x84605

Invited Guests: ✓ Donna Waldfoegel ✓ Dr. Joe Quarles ✓ Rob Bachman ✓ Ardith Richey

- Welcome & Call to Order: The meeting was called to order at 7:40 am. A quorum was present.
- Approval of Minutes: March 2007 minutes were approved.
- Treasurer's Report: \$16,000 left in Education fund.

CDMA 3/31/07

Treasurer's Report:

	Date	General	PAC
Balance	2/28/07	9,271.44	2,729.25
Income		673.00	124.00
Expense		1,148.06	0.00
Transfer to PAC		124.00	0.00
Balance	3/31/07	<u>8,672.38</u>	<u>2,853.25</u>

- Meet & Confer Report: (see separate attachment)
- CDMA Spring Social:
 - Need to reimburse Martha for deposit for park reservation
 - Martha will get permit
 - Good response so far to evite and activities
- Manager of the Year Nominations:
 - 38 different nominations so far
 - Thanks was given to Judy Garvey for putting nomination forms online.
- Campus/District Elections: Lynn and Donna are working on job descriptions of elected positions, and will start preparing for the elections.
 - Wanda's position (2-year term) as Treasurer is up
 - Daniella's position as OCC rep is up
 - Christine's position as CCC rep is up
 - Margie's position as GWC rep is up

- Richard's position as DISTRICT rep is up
 - Will do election in May/June
- **Coastline Campus Report:**
 - Visionary Event set for April 28
 - Ding-Jo Currie, Ph.D. honored by the SBA
- **District Campus Report:** There was not a District rep at the meeting.
- **Golden West Campus Report:** There was not a GWC rep at the meeting.
- **Orange Coast Campus Report:**
 - Movement toward year-long schedule for OCC
 - SLO push
- **Professional Development Funds Update:** The funds have all been spent.
- **Search Committee for Associate Vice Chancellor:** Martha will serve as CDMA rep until position is filled.
- **Vice Chancellor's Report:** Martha reported she will be serving in this capacity until the Associate Vice Chancellor position is filled.
- **CDMA e-Newsletter:** Martha and Lynn will work on this.
- **Other Business:**
 - **Banner:** Manager handbook for Banner should be available in July.
 - Managers will be supportive of transition to **Banner**. Kristen and Martha will come up with a plan for management workshops for Banner.
 - **Wellness Committee** Presentation by Rob Bachman: Rob emphasized that we all need to be cognizant to help save costs so that we can maintain our great benefits package, for example we should utilize the Mail Order Prescription program. He also reminded us of some benefits such as Employee Assistance Program, Mental Health Benefit, Weight Watchers. He will send more information about the committee.
- **Adjournment**

Next Meeting: Tuesday, May 8th

Spring Social: Friday, May 11th

Liebert Cassidy Whitmore Workshop, Friday, May 18th