

Issue	Discussion	Outcome/Recommendations
<p>Next Meeting is on January 14, 11:00 AM 1654 The Alameda</p>		
<p>Attendance</p>	<p><u>Present:</u> Edna Esguerra, Board President Richard Rapacchietta, First Vice-President Dolores Morales, Second Vice-President Trish Haines, Secretary Eric Goodrich, Member-at-Large Mark Hand, Member-at-Large Amando Cablas, Member at Large</p> <p><u>Others present:</u> Tom Starkey, CEMA Business Representative Randy Johnese, CEMA Business Representative</p> <p><u>Absent:</u> Mary Mitchell, Member-at-Large</p>	
<p>I. Call to Order</p>	<p>11:12 AM by President Edna Esguerra</p>	
<p>II. Presentations to the Board</p>	<p>None</p>	
<p>III. Agenda Review and Approval</p>	<p>Done</p>	
<p>IV. Consent Items</p>	<p>Review and Approval of Executive Board Meeting minutes of 11/19/07 and Informational Meeting minutes of 12/03/07.</p>	<p>Corrections made. Changes to be submitted to Rachel for filing.</p>

Issue	Discussion	Outcome/Recommendations
V. Action Items	<p>A. Executive Board Meeting Dates</p> <ol style="list-style-type: none"> 1. Draft schedule proposed showing meeting dates on the second Monday and fourth Tuesday of each month. 2. Motion to accept the draft schedule as the official 2008 CEMA Executive Board Meeting dates. 	<p>Motion passed, all in favor.</p>
	<p>B. Technology Issues</p> <ol style="list-style-type: none"> 1. The CEMAserver memory is full and the system is overheating. IT suggests updating Rachel's current computer and using Rachel's old computer to house the server. IT also suggests purchasing back-up software to address the redundancy issue. Approximate cost of the new computer is \$488.00. Extended warranty cost is \$100.00. Software cost \$39.00. Tom's computer is in need of a new hard drive. Cost of hard drive is \$100.00. 2. Motion floated to spend up to \$700.00 to purchase new computer, hard drive, and extended warranty. 	<p>Motion passed, all in favor.</p> <p>Randy to ask Steve of IT to supply Richard with a copy of the back-up script for review.</p>
VI. Informational Discussion Topics	<p>A.CEMA Business Representatives Report</p> <p><u>Tom Starkey</u></p> <ol style="list-style-type: none"> 1. Continues to work closely with Nancy Young, ESA layoff coordinator. Most likely scenario is that the vacancy load will absorb all CEMA individuals vulnerable to layoff. <ul style="list-style-type: none"> • Has made contact with affected individuals, and continues to make addressing their individual concerns his priority. 	
	<p><u>Randy Johnese</u></p> <ol style="list-style-type: none"> 1. CEMAGRAM deadlines posted on the newly adopted E Board Meeting schedule. 	

Issue	Discussion	Outcome/Recommendations
	B. President's Report 1. Treasurer: Motion to appoint Eric Goodrich to the position of CEMA Executive Board Treasurer.	Motion approved, all in favor.
	2. Membership Committee: a new chair for the Membership Committee is needed due to Eric's appointment as Treasurer.	Defer appointment until Committee reconvenes.
	3. Communication Committee: The CEMA President would like to participate in the Communication Committee and has requested the Committee change meeting dates to avoid conflict with PAC meetings. Has also requested the Committee preview the CEMAGRAM to avoid duplication of content in articles.	Committee Chair, Mark Hand has indicated that a change in meeting dates is not a problem.
	4. Budget: Edna has requested that the CEMA Committee Chairpersons submit their committee budgets by January	
	5. Planning for Agenda Items for 2008 <ul style="list-style-type: none"> • Suggested topics: coaching, discipline, layoffs, job security, job issues, training, and professional development. 	
	6. Business Reps: Edna has requested the Business Reps submit their 2008 goals to the E Board for review. A goal suggested is for site visits.	
	7. Business Rep Logs: Edna requested the Business Reps keep a log of member contact. Discussion occurred around what type of information is to be logged and how the data is to be utilized. Tom would like a checklist format that categorizes the data. Randy and Tom will look at previously collected data and report back to the E Board.	
	C CEMA Executive Board Training for 2007 1. Schedule of possible meeting dates for first series of E Board Training with Santalynda presented.	Richard to send dates via email to board members. Please respond with your availability ASAP.
	D. 2007 CEMA Action Committee Assignments and Reports	
	Political Action	Deferred
	Professional Development	Deferred
	Communications	Deferred
	So. Bay Labor Council	Deferred
	Audit Committee	Deferred
	IBB Dues Committee	Deferred
	Ad-hoc Dues Committee <ul style="list-style-type: none"> • Next meeting is 12/17/07 after the E Board meeting 	

CEMA Executive Board Meeting**Minutes from December 17, 2007**

Issue	Discussion	Outcome/Recommendations
	STO Committee	Deferred
VI. Announcements/Kudos		
VII. Next Agenda	Items to carry over identified	CEMA Member contact information added to next agenda.
VIII. Meeting Adjournment	12:28 PM	