

# County General Services Association

Spring Meeting, April 4, 2014

San Diego

Subsequent to Conference

## IN ATTENDANCE:

Name	County	Email/Contact
April Heinze	San Diego	April.Heinze@sdcountry.ca.gov
Paul Grossgold	Ventura	Paul.grossgold@ventura.org
Aki Nakao	Alameda	AkiK.Nakao@acgov.org
Grant Hunsicker	Butte	ghunsicker@buttecounty.net
Kevin Carruth	Emeritus – Santa Clara	kcarruth@kitchell.com
Paula Shimizu	Consultant – Sonoma	ptsuruno@aol.com
Mike Morse	Sacramento	morsem@saccounty.net
Jose Obregon	Sonoma	jobregon@sonoma-county.org
Matt Pontes	Santa Barbara	mpontes@countyofsb.org
Jeff Frapwell	Kern	jfrapwell@co.kern.ca.us
Caroline Judy	Alameda	Caroline.judy@acgov.org
Kristen McMenomey	Mendocino	mcmenomk@co.mendocino,ca.us

## MEETING MINUTES:

President's Opening Statements – Paul Grossgold

Minutes approved from November, 2013, Business Meeting

Treasurer Report – April Heinze

- The Conference Expenditures should be about equal to the Revenue
- Statements include:

### 2014 P&L

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YE	Budget	PY Actual
Checking Balance	24,506.58	28,756.58	34,694.08	41,784.08	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	24,506.58	24,506.58	19,727.80
<b>Income</b>															
Membership dues	750.00	450.00	750.00										1,950.00	4,200.00	3,800.00
Event Income													0.00	0.00	1,320.00
Conference Income	3,500.00	6,725.00	11,100.00	2,112.50									23,437.50	14,000.00	16,292.50
													0.00		0.00
													0.00		0.00
<b>Expense</b>															
Event Expenses													0.00	1,500.00	1,252.53
Conference Expenses		1,237.50	4,760.00										5,997.50	22,100.00	15,325.29
Bank Fees													0.00	0.00	0.00
Postage													0.00	0.00	0.00
Supplies													0.00	0.00	0.00
Gifts Given/Awards													0.00	600.00	55.90
Web site													0.00	0.00	0.00
Admin fees													0.00	100.00	0.00
<b>Net Income</b>	4,250.00	5,937.50	7,090.00	2,112.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,390.00	(6,100.00)	4,778.78
Checking Balance	28,756.58	34,694.08	41,784.08	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	43,896.58	18,406.58	24,506.58

Ck # or Deposit	Date	Description	Category	Income	Expense	Balance
	1/1/2014	Opening Balance				\$24,506.58
Deposit	1/16/2014	Dues x5	Membership dues	\$750.00		\$25,256.58
Deposit	1/16/2014	Conf registrations x20	Conference income	\$3,500.00		\$28,756.58
Deposit	2/13/2014	Dues x3	Membership dues	\$450.00		\$29,206.58
Deposit	2/13/2014	Conf registrations x21	Conference income	\$3,675.00		\$32,881.58
Deposit	2/13/2014	Conf sponsorship-Kitchell	Conference income	\$2,000.00		\$34,881.58
Deposit	2/20/2014	Conf registrations x6	Conference income	\$1,050.00		\$35,931.58
2122	2/24/2014	Paula Shimizu-conf Padre tickets	Conference expenses		\$1,237.50	\$34,694.08
Deposit	3/6/2014	Conf registrations x37	Conference income	\$6,475.00		\$41,169.08
Deposit	3/6/2014	Dues x4	Membership dues	\$600.00		\$41,769.08
2123	3/12/2014	Anne Calle-DISC Assessment x100	Conference expenses		\$3,400.00	\$38,369.08
2124	3/12/2014	April Heinze-Dinner deposit @Busters	Conference expenses		\$250.00	\$38,119.08
2125	3/24/2014	Martha Johnson-books for Academy	Conference expenses		\$1,110.00	\$37,009.08
Deposit	3/25/2014	Conf registration x15	Conference income	\$2,625.00		\$39,634.08
Deposit	3/25/2014	Conf sponsorship-DLR Group	Conference income	\$2,000.00		\$41,634.08
Deposit	3/25/2014	Dues x1	Membership dues	\$150.00		\$41,784.08
Deposit	4/1/2014	Conf registration x10	Conference income	\$2,000.00		\$43,784.08
Deposit	4/1/2014	Conf Padre tickets x3	Conference income	\$112.50		\$43,896.58
						\$43,896.58
						\$43,896.58
						\$43,896.58
						\$43,896.58
						\$43,896.58

#### Discussion Regarding the Conference:

- Several comments regarding the superior job done by the hosting County – San Diego.
- Some presentations needed more time and others had too much time. It was discussed that the time between lunch and the first presentations after lunch was too short and that perhaps we need more time between presentations to give people more time to ask individual questions and to network.
- The comment about more “management” training or solutions may be helpful and to perhaps build on the training (DISC) concept in the future.
- There was a very brief discussion on getting a 1 minute recap from each County – high energy break the ice type of event.
- Since San Diego is easy to get to, the start time on day one should be earlier.
- Several comments (positive) were made regarding the quality of the Keynote Speaker.
- An After Event press release was discussed and this needs to be done immediately and the (discovered later), the way awards are handled could be slightly improved to enhance the press release process.
- The location for the next conference was discussed; in the past, sometimes it was held for two years in a row at the same place before moving to the other half of the state.
- It was discussed the the time of year was good, and that holding the conference in conjunction with CSAC may not be ideal.
- Approximately 98 people attended.
- The concept of sponsors was discussed and confirmed that CAPPO utilizes sponsors.
- When making dinner reservations, the number of people attending was less than what was expected; in the future, consider cutting the list down when negotiating services.
- There was some discussion about formalizing the Conference Committee more instead of the more casual approach we have been taking.

Other Business:

- Potential next business meeting August 14, and 15 in San Luis Obispo and potentially, a meeting in November in Sacramento with the third meeting being the next Conference.
- There was also discussion regarding the organizational structure of the group and it appears everyone thinks the current structure is appropriate. We will need to be appointing new officers.
- There was also discussion about the need to continue to get involvement by other counties that have not joined. Perhaps look at attendees compared to who have paid dues. This is a minor but valuable cost.
- It was recognized that the Round Table between counties is very valuable and we failed to leave time for that in this meeting.