



## **Minutes to the 2016 Business Session Agenda Wednesday November 9, 2016 - The Tropicana – Partagas 2**

President, Suzanne Donnelly called the meeting to Order at 5:30pm.

### **Introductions/Announcements/Executive Director Report**

The Mega Regional Meeting has been a success so far! Members of the three associations (CACCS, NCBA – Northwest College Bookstore Association & MSCBA – Mountain States College Bookstore Association) are enjoying the educational sessions and the Expo has been received with all vendors with good comments. There are 112 members attending the meeting and 164 vendor associates representing companies. CACS represents one third of the attendance.

### **Approval of 2015 Minutes**

There are a few copies available on the table in front of the Board. A motion to approve the minutes from the 2015 business meeting was made by Jeff Bischoff. The motion was moved and seconded by Don Newton. All were in favor and the minutes were approved.

### **Nomination Report**

Eric Magallon read the nominations, for President – Nick Karvia, and Director for 2017-2019, Shelly Schrimpf.

Shelly Schrimpf stood up and gave her biography. She told the membership she is the Operations Manager and Licensing Administrator for the Lope Shops at Grand Canyon University in Phoenix Arizona. She has been in the college industry since 2000 and has been an assistant emblematic clothing/gift buyer at Aztec Shops – San Diego State University; a sales representative for Russell Athletic and service as associate director for CACS 2013-2015. She has also volunteered for CACS for 4 years.

Beth Gallagher graduated magna cum laude from University of Massachusetts, Dartmouth with a BA in English Literature & Writing. She has been in the college industry over 15 years. She transferred from the trade book industry into the collegiate retail industry when she was employed at Hampshire College Bookstore in Massachusetts. She has been a floor supervisor and Merchandise Buyer before becoming a Textbook Manager. After moving to California in 2004 she was hired by MBS Textbook Exchange as a field sales representative. She



has been active with CACS since 2011.

Eric asked the membership if there are any additional nominations for these offices. There were no nominations from the floor. Eric asked that the nominations be closed. A motion was made by Jeff Whalen to close the nominations. The motion was moved and seconded by Don Newton. All were in favor.

#### Election of Officers

Nick Karvia was elected for President and Shelly Schimpf for Director 2017-2019.

#### Presidential Report/Strategic Plan update

Eric Magallon told the membership that a large percentage of the Strategic Plan had been accomplished this past year. He was pleased that so much had been accomplished in the year. The website was completely changed and has become more modern and user friendly. The logo and branding has changed also more modern and friendly. Paring down equipment and monthly charges from the office also helped make the association a more efficient.

Committee Reports: The following reports are posted in the CACS Office And soon on the Web site. Please read as they will not be read at the Business meeting.

a. Annual Conference Committee

b. Course Materials Committee

The Course Material Summits had good attendance. The Northern Summit maybe is at risk; we will wait until this year. The question was raised, "Where is our relationship with publishers going?"

c. Education Committee

d. Membership/Marketing Committee

e. Ad Hoc Legislative Affairs

The Ballot for changes the Constitution & By Laws went to vote on August 31, 2016 online

- Community College District wide membership dues with 27 yes votes & 5 No votes

- Update procedures for nominating and electing CACS Board for Associate Director and Store Directors with 31 Yes votes and & 1 No Vote

CACS received a total of 41 votes on line until November 3, 2016. 9 of the votes were discarded because store manager voted twice or 1 or more employees voted too.

f. Ad Hoc Spring Showcase



### College Store Consulting

The Board has decided that the association will take on consulting on a case-by-case basis. If it is out of the scope of our reach, the consulting will be referred to a higher level of consultants that are currently doing business.

### Legislative Update

Randy Clem gave a brief update of the 3 bills. AB 1949, AB1359 and AB798. The textbook affordability is so complicated that faculty on bill AB1359 do not know how to use it because it is tough to understand. An amendment found a course that are free to students must be posted on the school website three days before registration.

### Acceptance of the 2015 Audit Report

William P. Koch, CPA, audits our financial records each year. The December 31, 2015 financial statements with the auditor's report are posted on the Web site. There are a few copies on the table. Your Board has reviewed the audit and the report and has approved it to be sent to the membership for acceptance.

Kato Meley requested a motion to accept the 2015 audit report. Candy Van Moved and the motion was seconded by Don Newton. Kato asked if there are any questions or comments on the auditor's report and there was no response. Everyone was in favor of accepting the auditor's report and so the auditor's report was approved.

### Treasurer's Report

Our most current financial report is available as you came in through the door Or is available at the table down here. There were no questions regarding the finances.

### 2017 Budget

There were no questions regarding the 2017 budget presented. Jeff Whalen motioned to approve the Budget. Mary John seconded the motion. There was no further discussion. All members attending approved without opposition.

### Election Results Parliamentarian

Chair, Eric Magallon of the Nominations Committee announced the election results. Nick Karvia, Kato Meley & Shelly Schrimpf were elected as President, Vice/President Elect and Director to the CACS Board respectively. 13 votes were cast online and 12 votes were collected on site for a total of 25.



Beth Gallagher of MBS Service Company was elected Associate Director for the years of 2017-2019. 11 on line votes were tallied and 15 on site votes were cast for a total of 26.

Mark Palmore installed the installation of the following officers. Nick Karvia, President; Kato Meley, Vice President/President elect; Randy Clem, Treasurer/Director; Shelly Schrimpf, Director; Brittany Richard, Director and Beth Gallagher, Director.

At this time, Chris Barr of CB Graduation presented President, Nick Karvia with his presidential ring.

Good of the Order

Kato Meley thanked Eric Magallon for spearheading benchmarking the Community Colleges. She also thanked Mona Farley for her work on the Mega Regional Meeting. She also thanked Suzanne Donnelly for a great year of presidency and Nick Karvia for volunteering her next year!

Jeff Bischoff was also commended for his two years of service on the launching and upkeep of the New CACS Website as well as bringing guidebook as a free app to the Annual Meeting.

Adjourn 2016 Business Session & Installation of Officers

Suzanne adjourned the 2016 Business Session & Installation of Officers at 6:05 p.m.

Respectfully submitted,

Mona Farley  
Executive Director