



**CALIFORNIA ASSOCIATION OF
WORKPLACE INVESTIGATORS**

California Association of Workplace Investigators, Inc.
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**Board of Directors Meeting Minutes
October 17, 2011**

- 1. Call to Order.** The meeting was called to order at 5:00 p.m. by President Amy Oppenheimer by teleconference. The following Directors were present: Sue Ann Van Dermynen (for a portion of the meeting), Jim Cawood, Pamela Hemminger, Amy Oppenheimer, Debra L. Reilly, Marilou Mirkovich, Cynthia Remmers (Acting Secretary for the portion of the meeting in which Secretary Sue Ann Van Dermynen did not participate), Nancy Bornn, and Mary Egan. Member Michael Robbins and Executive Director Steve Angelides were also present.
- 2. Approval of Minutes of September 19, 2011 Board Meeting.** It was moved and seconded that the minutes of the September 19, 2011 Board Meeting be approved. The motion carried.
- 3. 2011 Annual Conference Promotion.** The Executive Director reported that 136 participants were currently registered for the 2011 Annual Conference. The consensus was that the promotion for the conference had been sufficient because it appears that registrations will meet or exceed 150, upon which the 2011 budget is based.
- 4. 2012 Annual Conference Location and Dates.** By unanimous consent it was decided to hold the 2012 Annual Conference at the Oakland Marriott November 1, 2, and 3, 2012, and to delegate to the Executive Committee the approval of the hotel contract.
- 5. 2012 Training Institute.** Training Institute Committee Chair Pamela Hemminger reported that the committee membership, dates, location, and tuition for the 2012 Training Institute had been finalized by the committee. It will be held June 25-29, 2012 at the Doubletree by Hilton Mission Valley Hotel in San Diego. The tuition for members will be \$1395 for registration by November 15, 2011 (secured by a \$150 deposit with the balance payable by January 31, 2012), \$1595 for registration after November 15, 2012 and by April 15, 2012, and \$1795 for registration after April 15, 2012 and by June 24, 2012. Tuition for non-members will be an additional \$150. An invitation will be printed on the back of the Annual Conference schedule card, and the committee will need the help of Board members to publicize the Training Institute at the Annual Conference. The committee will have a breakfast meeting at the Annual Conference on Tuesday morning. There are two other related conferences in San Diego that week, and the committee will try to find a way to work cooperatively with the organizations sponsoring those conferences.

Board of Directors

Amy Oppenheimer, *President* • Cynthia L. Remmers, *Vice President* • Sue Ann Van Dermynen, *Secretary* • Walter Cochran-Bond, *Treasurer* Barry Chersky, *Assistant Secretary* • Marilou F. Mirkovich, *Assistant Treasurer* • Nancy Bornn • James S. Cawood • Mary Egan
Pamela L. Hemminger • John A. Lohse • Debra L. Reilly • Jody Shipper • Vida L. Thomas • Martha Wood
Stephen P. Angelides, *Executive Director* • Joan Hamasu, *Assistant Executive Director*

6. **2012 Seminars & Webinars.** Amy Oppenheimer reported that she will be taking the lead in planning for the 2012 Seminars and Webinars, and requested that Board members who were interested in working on that to let her know. She plans to have one live full day seminar, on Basics, in the Bay Area, Los Angeles, and Sacramento, and four to six webinars. She hopes to have the schedule ready at or before the Annual Conference.
7. **Marketing Proposal.** It was moved and seconded to accept the marketing proposal of the Madera Group as modified. The motion failed on a tie vote of four to four. The President abstained from breaking the tie. Director Nancy Bornn, who voted against the proposal, stated that she would move to reconsider the proposal at the November 15 Board meeting so it can be considered by the full Board.
8. **Listserv Agreement.** The Executive Director reported that the proposed revised Listserv Agreement had been drafted by Treasurer and Counsel Walter Cochran-Bond in anticipation that the current configuration, with replies going to the sender only, would remain in effect. Due to Walt's absence, by unanimous consent this matter was tabled until the November Board meeting.
9. **Website Redesign.** The Board reviewed the comments of the Ad-Hoc Website Redesign Committee regarding the draft website redesign prepared by Memberclicks. There was discussion but no action taken. Accordingly, the Board's previous decisions on this issue, to use Memberclicks as our website provider and designer, and to delegate to the committee, in consultation with Memberclicks, the finalization of the redesign, remain in effect.
10. **Professional Liability Insurance Member Benefit.** It was moved and seconded to endorse the professional liability insurance program proposed by Steve Roth of the Gary Warner Agency and Chartis as a member benefit, and to invite Mr. Roth to give a brief presentation on the program at the annual conference, provided he has written materials about the program ready for distribution at the conference. The motion carried.
11. **Upcoming Board Meetings.** By unanimous consent the following schedule of Board meetings was established:
 - a. November 15, 2011, 3 to 5 p.m., Annual Meeting, Hilton Glendale
 - b. December 19, 2011, 5 to 6 p.m., By Telephone
 - c. January 16, 2012, 5 to 6 p.m., By Telephone
 - d. February 13, 2012, All Day In Person in Northern California
 - e. March 19, 2012, 5 to 6 p.m., By Telephone
 - f. April 16, 2012, 5 to 6 p.m., By Telephone
12. **Adjournment.** There being no further business, the meeting was adjourned by President Oppenheimer at 6:10 p.m.

Respectfully submitted,

Cynthia Remmers, Acting Secretary for a Portion of the Meeting

Sue Ann Van Dermiden, Secretary