



Wednesday, December 9, 2015 at 12:00 PM in Room 1753

**Meeting called to Order at 12:00 p.m.**

**Attendees:** Lenka Wright, Mark Brogan, Valerie Osmond, Leslie Hallenbeck, Dan Tong, Claudia Chang, Jessica Short, Rachel VanderVeen, and guest Jennie Loft from ESD

**Minutes from November 9, 2015.** Motion to approve: Dan Tong. Second: Rachel Vanderveen.

**Thank you to Leslie for today's Lunch.** Claudia to provide next month's lunch.

**Financial Update:** Current SJMA's financial balance is \$27,293.

**Secretary's Report:** Nothing new to report

**Membership Director's Reports:** Open house was a success and resulted in 4 new members and one retiree renewal. There was a reminder to send out retiree renewal reminder, which may be automatic through Wild apricot. We are currently at 245 members.

**Communications Director's Report:** Jessica provided a handout and explanation of the form for entering events into Wild Apricot. There was a recommendation to add more cost and voucher information to the form. Jessica will revise and redistribute.

**Retiree Report:** Leslie is working out kinks on the retiree newsletter notifications, as the notifications are not always showing up. Claudia will send Leslie language about retiree renewal for a future newsletter.

### **Strategic Planning:**

- **New Board Member Nomination Update** – Lenka post information on the SJMA website. We received two applications for consideration.
- **Officer Positions for 2016** – Lenka stepping down as president. John Lang leaving San Jose, going to City of Morgan Hill, so the treasurer position will be open.

### **Past Events**

- **Open House:** Friday, November 20. We had about 20 people RSVP, but not that many showed up. Overall, it was a nice event with good conversation. Dave Sykes attended and shared what SJMA meant to him and was very supportive of our organization. The catering from Happy Hollow seemed like less food compared to prior events, but there was still plenty for the number of people that attended. Suggestions for next year: having someone from CMO was good, maybe have board members pass out flyers to people they know.

### **Upcoming Events:**

- **Holiday Party:** Everything is set: buffet style dinner, gift cards are ready, drink tickets will be tracked by cost (usually results in a lower overall cost). 77 people are signed up to attend. Dan will assist Lenka with prizes. Dan, Rachel, and Jessica will work the check-in table. Valerie will take pictures.

**NEXT REGULAR BOARD MEETING – JANUARY 13, 2016 – 11:45 A.M. (T-1572)**

## Board Meeting Minutes

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### Future Items:

- **San Jose Sharks:** January 7, 2016 Redwings game. 25 tickets available. The flyer out with John Lang's name on it. Jessica put up as a "save the date" and will send an email with Dan as the contact instead of John L.
- **Disney on Ice – Frozen, Friday, February 19, 2016:** 25 tickets available. There was agreement on \$30 member cost (\$7 subsidy), \$37 non-member cost, and 2016 voucher usage. Valerie will finalize the flyer for review and distribution and will submit information to Jessica for posting on the website.
- **Installation Luncheon:** Recommending February 25. Lenka will check with CMO. Considering a panel of new directors (Barry, Angel, Jackie, Jim, IPA, and Joe). Considering venues such as Roosevelt, SP2, and the Corinthian Club.
- **Star Trek Live, March 15, 2016:** 20 tickets available, working on flyer. Jessica will confirm information and post a "save the date."
- **ICMA Coaching Webinars:** TBD (Dhez) – no report

### Other items:

Ideas for future events: wine event, paint night, paint ceramics (petroglyph – you can bring in your own food and drink), SJ Giants

Meeting Adjourned at 12:46 p.m.

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