



## CHILD CARE PLANNING COUNCIL OF SONOMA COUNTY

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### Membership Committee

July 10, 2018

1:00 – 2:00pm

SCOE, Gravenstein Room, 5340 Skylane Boulevard, Santa Rosa CA 95403

Minutes Approved at May 3, 2019, Meeting

Present: Chairperson Terry Ziegler, Megan Hede, Sonya Valiente  
Absent: Sheri Schonleber, Marianne Schwarz-Kesling  
Staff: Susy Marrón, Patty Bernstein

1. Chair Terry Ziegler called meeting to order at 1:29pm.
2. The agenda was approved by unanimous consent.
3. Public comment: Patty Bernstein shared the work that she'd done to create a master list of members including their dates of appointment, years of service, type of representation, and contact information. It was suggested that "Member since" be included in the online bios on the CCPC website. It was also suggested that staff bios should be included on the website  
Terry reported that she attended a workshop on board development at a conference on Childhood Grief in San Antonio. Instead of the application that we have now, we should develop a chart of what we need/areas of expertise. One of the goals of the Membership Committee will be to focus on the strengths and interests of our Council members and potential members. Developing an online application on our website is another goal. To do that, the Committee will review the "expectations" that Susy sends to interested people.
4. On motion by Terry Ziegler, second by Sonya Valiente, the minutes of May 4, 2018, were approved with Megan Hede abstaining.
5. Membership
  - a. Application  
Stella Gonzalez – recommended for a child care consumer seat – was accepted by unanimous consent, to be presented to the Council at its September meeting
  - b. Resignation  
Alicia Morales – child care provider seat – was accepted by unanimous consent. Susy will send a letter thanking her for her service.
6. Finalize Bylaws  
The formatting and typographical error corrections were accepted and will be sent to the Executive Committee for approval, to be presented to the Council General at its September 7 meeting.
7. Member attendance  
The Committee discussed member attendance. Terry will speak about the importance of regular attendance at the next Council meeting, in order to have a quorum and be able to conduct business. There was some discussion about calling members after 2 absences in a row (either "Notified Absent" or "Absent"). Council members should be aware that the Executive



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Committee has tried to schedule its 2018-19 meetings to be more in sync with school vacations and holidays. Susy will send calendar invite to all Council meetings. Terry (or the Executive Committee) will recognize members with the best attendance for the past two years. (Patty will send Committee members a spreadsheet of 2016-17 and 2017-18 with that information.)

Susy suggested that our member spotlight for September be Emma Kerns. Terry suggested that the Executive Committee members be introduced in September and that Jason Riggs be thanked again for his service as an officer.

Patty will send the Committee Chart to the members of this committee. Other ideas for educating Council members were 1) giving a presentation called "Planning Council 101" giving an overview of the CCPC website and 2) having QRIS assessors come to a Council meeting and tell us what they're seeing in the field.

8. The date of the next meeting will be set as needed.
9. The meeting adjourned at 2:33pm by unanimous consent.

Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the CCPC office at 5340 Skylane Blvd, Santa Rosa, CA, during normal business hours. For disability accommodation, please contact (707) 524-2639.



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