



**Kelsey Johnson**, President  
**Virginia Montano**, Secretary  
Jan Holm, Treasurer  
**Linda Dorn**, Board Member  
**Pamela Harris**, Board Member  
Tracey Ruff, Board Member  
(terms ending 06/2016)

**Diana Ruiz**, Vice-President  
**Kathy Bryan**, Board Member  
**Pamela Gandy**, Board Member  
John Hinkley, Board Member  
**Craig Rader**, Board Member  
**Patrick Schroeder**, Board Member  
(terms ending 6/2017)

SCMA Board Minutes  
December 3, 2015 4:00 P.M. – 6:00 pm

- I. Meeting called to order by Kelsey Johnson at 4:04  
Bolded names indicate attendance. Proxies: Virginia Montano for Jan Holm  
Guests: Sandra Howard, John Scarpa
- II. Reviewed and approved minutes from November 5, 2015 with 2 corrections.
- III. Treasurer's Report – Kathy Bryan picked up 3 checks from PO box and delivered them to Jan Holm.
- IV. Committee Reports
  - a. Association Meeting – No report
  - b. Bylaws– Kelsey Johnson, nothing new to report
  - c. Elections– No chair at this this time
  - d. Website - Craig Rader provided a report
  - e. Membership – Victoria Deloney- no report/not present
  - f. Meet & Confer - Diana Ruiz provided a report
  - g. Discipline - Kathy Bryan provided a report
- V. Correspondence – Discipline correspondence and checks
- VI. Old Business  
Records retention: There was a discussion regarding the types of records to be retained, whether there should be a specified length of retention and the manner of retention. The board will continue to investigate record storage options.
- VII. New Business  
PO Box key- A motion was approved to reimburse the member that pays for the PO Box key.
- VIII. Closed Session- a closed session was held
- IX. Adjourn at 5:20