**CATESOL Capital Area Chapter**

**Steering Committee Meeting**

**November 22nd, 2013, 5:30-7:00 p.m.**

**Café Bernardo, 2726 Capitol Ave., Sacramento**

In attendance: Leslie Freeland (chapter coordinator), Stephanie Anderson (treasurer), Julian Elias (secretary), Ellen Lange, Laura Rodman, Albert Lozano, and Justin Kyles

Approval of minutes from last meeting (Oct. 4th)

Treasurer’s report

* Fall workshop report: total income ($705) less expenses = $282.82
* Cloudburst account: approximately $64
* Regular account: approximately $1,167
* Stephanie will email Don about the dates of the fiscal year

Announcements

* The Bay Area Chapter will have its fall event on Saturday, Nov. 23rd: Building and Enhancing Pronunciation Proficiency. Location: Alliant International University in San Francisco.
* CATESOL raffles will be known as “opportunity drawings” from now on.
* Don recently set up a Google Group for the Capital Chapter, as he has done for other chapters. Leslie will have more information about this soon.

Annual Conference

* 1,030 people attended the conference in San Diego. For next year, looking into a special price for people just attending Saturday or just a one-day price. CATESOL is trying to reach out to K-12 teachers to include them into the conference by providing workshops that meet their needs such as Common Core training.

Capital Area Fall Workshop

* Registration went well.
* There were some technical difficulties due to IT problems.

Capital Area Winter Event/Cloudburst

* This event will not happen this year. Instead, we will focus on planning the next regional conference.

2014 Northern Regional Conference

* Saturday, April 26th, at the Sacramento County Office of Education (SCOE). Ellen said the venue lends itself to workshops rather than activities that focus on building skills. Albert said there should be some workshops that have English Language Development emphasis so K-12 teachers will receive professional development training.

Miscellaneous

* Justin offered to be the Capital Area treasurer if/when Stephanie moves to another country.
* Steering committee members may write and/or sign letters for each other to show how long we have been involved with the CATESOL Capital Area Chapter and which positions we have held.

The 2014 CATESOL Annual Conference will be in Santa Clara

Next CATESOL Capital Area Chapter meeting

* Friday, January 24th, 5:30 p.m., Café Bernardo