**CATESOL Capital Area Chapter**

**Steering Committee Meeting**

**August 30th, 2013, 5:30-7:00 p.m.**

**Round Table Pizza, K Street, Sacramento**

In attendance: James Strode (Chapter Coordinator), Stephanie Anderson (Treasurer), Leslie Freeland (Social Media Manager), Julian Elias (Secretary), Laura Rodman, Ellen Lange, Justin Kyles, and Nailya Arushanova

Introductions

* New attendees: Justin Kyles and Nailya Arushanova

Approval of minutes from last meeting (May 4th in Concord)

Treasurer’s report

* Cloudburst account: approximately $64
* Regular account: $955.91

Upcoming event

* The CATESOL Capital Area Chapter Fall Workshop
* Saturday, October 12th, 9:00 a.m. to 12:00 p.m.
* Napa Hall at Sac State
* Speaker: Marsha Chan, “The Pronunciation Doctor”
* No more paper registration – online only
* Registration fees: $15 for members & $20 for non-members (same fees for pre-registration and on-site registration)
* Volunteer opportunities:
	+ Laura & Ellen will take care of food
	+ Stephanie will provide the coffee pot, two bins of supplies, and dictionaries
	+ Set-up at 8:00 a.m.: James & Justin
	+ Registration table: Stephanie & Justin
	+ Clean-up at 12:00 p.m.: Julian, Leslie & Nailya
	+ Honorarium for Marsha: $200
	+ Marsha will bring her books, etc. and offer them for sale

Election of CATESOL Capital Area Chapter officers

* James does not want to continue as Chapter Coordinator
* Leslie is willing to be the new Chapter Coordinator & to continue as Social Media Manager
* Stephanie is willing to continue as Treasurer
* Julian is willing to continue as Secretary
* Stephanie will help with the online poll for elections
* Election results must be final before the Annual Conference in San Diego

CATESOL Chapter Coordinator Online Meeting report from James

The 2014 CATESOL Northern Regional Conference will be at OTAN in Sacramento

The 2014 CATESOL Annual Conference will be in Santa Clara

Next CATESOL Capital Area Chapter meeting

* Friday, October 4th, 5:30 p.m., at Round Table Pizza, K Street, Sacramento