



**California Educational Research Association
Board Meeting Minutes
December 5, 2008**

A regular meeting of the California Educational Research Association (CERA) Board was held on December 5, 2008 at 2:05 p.m. at the Rancho Las Palmas Hotel and Spa 41-000 Bob Hope Drive Rancho Mirage, California 92270 for the purpose of reviewing how well the 2008 CERA Annual Conference went, planning the 2009 Annual Conference, and for transacting all proper business of the corporation. Notice of this meeting was personally delivered to all members of the Board of record on the books of the corporation at such time and with such contents as required by the bylaws of the corporation.

The following CERA Board members were present, representing a quorum of the Board:

Tom Barrett, 2173 Hackamore Place, Riverside, CA 92506
Darrell Brown, 10050 Star Lane, Cherry Valley, CA 92223
Paula Carroll, 187 Riverwood Dr., Woodbridge, CA 95258
Karen S. Greer, 5470 E. La Pasada Street, Long Beach, CA 90815
Irina Okhremtchouk, U.C. Davis, 3800 Solano Park Circle #1725, Davis, CA 95616
Mary Tribbey, 10030 Jones Avenue, Durham, CA 95938
Roger Yoho, 11050 Country Bluffs Road, Riverside, CA 92505
Nazanin Zargarpour, Claremont Graduate University, 11812 Gorham Ave. #303, Los Angeles, CA 90049

CERA Board members who were unable to make the meeting were as follows:

Rachel Perry, 3301 Kittiwake Drive, Sacramento, CA 95833
I. Phillip Young, UC Educational Research Center, 550 E. Shaw Ave. Suite 212, Fresno, CA 93710

Non-CERA Board members who attended the meeting were as follows:

Kate Esposito, 1252 11th Avenue #208, Santa Monica, CA 90401
Jim Parker, 9600 Jellico Ave., Northridge, CA 91325

Mary Tribbey, CERA President, acted as chairperson for the meeting and Roger Yoho, Secretary, acted as secretary for the meeting.

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The meeting was called to order by President Mary Tribbey at 2:05 p.m.

1. Access to All CERA Financial Accounts

A motion was made by Roger Yoho to permit Karen Greer, CERA's newly elected Treasurer, to have immediate access to all CERA financial accounts. The motion was seconded by Mary Tribbey. Except for Karen Greer's abstention, the vote was unanimously in favor of the motion to allow Karen Greer immediate access to all CERA financial accounts.

2. CERA Vice President Attend a Non-CERA Sponsored Conference

A motion was made by Roger Yoho to annually offer the Vice President the opportunity to attend a conference, at CERA expense, in order to promote CERA activities. The ensuing discussion identified a number of questions, including what benefits to CERA such a policy would potentially result in, and the Board decided to "table" the motion until the January 2009 meeting.

3. CERA Newsletter

The next topic discussed was the CERA Newsletter. The editors, Irina Okhremtchouk and Kate Esposito, are concerned about the amount of content needed for future newsletters, and asked for support from the Board to create an editorial bank of articles that can be used for the newsletter. The Board supported the editors' proposal to solicit manuscripts directly from the CERA membership via email. Although the hope is that the response from the membership will be adequate to meet the editorial bank goal, the Board agreed to discuss the possibility of individual Board members taking responsibility for discrete sections of the newsletter's bank. Tom Barrett suggested outsourcing the production of the newsletter to relieve pressure on the editors, and Nazy Zargarpour suggested the use of interns from a doctoral program as writers. Full discussion of both suggestions, as well as further discussion about the format and sources of content for the newsletter, was postponed until the January meeting.

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4. Listing Board Member Tasks

Jim Parker recommended that Board members write down their specific CERA related tasks so there would be a record of those activities and potentially be of assistance for future Board members. No motions were made.

5. Chairpersons for Conference Sessions

A discussion occurred concerning the potential use of session "chairpersons." If used, it was suggested that "chairpersons" could be used to (a) inform session presenters of what equipment is available for their use and what equipment would need to be brought to the conference if they desired it, (b) maintain constant contact with presenters via email so their questions could be answered etc., (c) introduce session presenters, and/or (d) keep track of time.

6. CERA Conference program Format and Supplemental Materials

The Board unanimously agreed that the new program format was excellent. The potential use of bags to carry CERA conference program and supplemental materials was discussed. The potential use of either large folders with pockets and/or bags was discussed. No motion was made. The use of bags was tabled until the January 2009 Board meeting. Paula volunteered to investigate the possibility of using large folders with pockets.

7. 2009 Outstanding Paper Entry to the American Educational Research Association

It was suggested that Roger Yoho contact AREA concerning the lack of an Outstanding Paper entry from CERA for the 2009 AREA conference in San Diego and express CERA's interest in submitting an Outstanding Paper for the 2010 AREA conference.

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8. W-9 Forms

It was suggested that Roger Yoho, as the 2008 CERA Treasurer, distribute W-9 forms to sponsors and/or exhibitors who need them.

9. Farewell to Jim Parker

The Board recognized the exemplary service to CERA, by Jim Parker, for the past five years. Board members expressed their heartfelt thanks Jim as they fondly said farewell to him and wishes him well for the future.

The meeting concluded at 2:45 p.m.