



Arizona Courts Association Board of Directors Meeting

Friday, January 17, 2014
Surprise, Arizona

Members Present: Elaine Brideschge, Cindie Amarillas, Darenda Day, Judy Rochon, Raquel Garcia, Eddie Cruz, Sondra Acedo, Yvette Montijo, Pricilla Pina, Linda Rodriguez, and Shelly Bacon,

Members Not Present: Adrian Soltero

Telephonically: Mona Burns and Johnny Tse

1. Call to Order

The meeting was called to order at 10:36 AM by President Shelly Bacon.

2. Approval of Minutes

Action Item #14-1: A motion was made by Elaine Brideschge and 2nd by Cindie Amarillas to accept the December 13, 2013 meeting minutes without corrections.

Motion passed.

3. Committee Reports

Conference

- Cindie handed out a tentative class schedule. She is waiting on some presenters to send back letters and confirm classes. Raquel requested more AZTEC classes. Cindie asked if anyone had any suggestions to please send them to her. Initial contact letters will be going out on January 30th and then a class schedule will be finalized.
- Vendor update--letters have been sent out to vendors
- Hospitality Suite—Judy and Linda have volunteered to host the hospitality suite this year. Eddie said he would still be involved in getting gifts for door prizes. We need a vendor prizes. The budget for door prizes is \$500.00 with the vendor prize being approximately \$100.00. In total we need about 21 prizes.

Finance

- Treasurer's report distributed. As of December 31, 2013 the checkbook balance is \$17,752.33.
- Shelly said that we need someone to do the Financial Audit. Raquel and Darenda volunteered to take on this task.
- The budget was worked on as a group. Shelly will work up a draft and which will be voted on at the next meeting.

Action Item #14-2: A motion was made by Cindie Amarillas and 2nd by Linda Rodriguez to accept the Treasurers report as presented.

Motion passed.

4. Legal Pad

- Tabled to next meeting.

5. ACA Store

- Priscilla will order things to sell at the conference.

6. Old Business

Webmaster Proposals

- Shelly reported that the webmaster has been working hard and that the new website looks great. Board Member pictures will be posted on the website. Shelly reminded those that were on the phone to please send their picture to post on the website as well. PayPal is up and running and membership dues and registration fees can be paid online. There was some discussion about archiving the previous Legal Pad issues on the website which will be available for members only. In addition all approved Minutes need to be posted our website.

7. New Business

- There was no new business.

8. Items Pending – reviewed and revised

9. Good of the Order

- Thanked Linda for hosting today's meeting.
- Thanked Judge Dominguez for swearing in new and re-elected board members.

10. Adjournment

Action Item #14-3: A motion was made by Linda Rodriguez and 2nd by Judy Rochon to adjourn the meeting at 1:05 PM.

Motion passed.

**Next Meeting:
February 14th, 2014 at Goodyear, AZ 10:00 AM
It was decided to switch to Goodyear for this meeting
so an inventory can be done of items in storage.**

Items Pending

#	Person Responsible	Items Pending	Due Date	Item Continued	Item Completed
1.	ALL	Brainstorm and revamp the newsletter.	February 14, 2014		
2.	ALL/Shelly Bacon	Vote on 2014 line item budget draft.	February 14, 2014		
3.	Darenda Day	Update letterhead with current board members	February 14, 2014		
4.	Raquel Garcia and Darenda Day	Complete financial audit for 2013.	February 14, 2014		
5.	Priscilla Pina	Prepare an order to purchase store items.	February 14, 2014		
6.	ALL	Go through records in storage and retain only last 5 years and inventory of items in storage.	February 14, 2014		