



**California Society
of Tax Consultants**

BOARD OF DIRECTORS MEETING

Monday, November 4, 2019 – 9:00 am – 3:15 pm

Location: Holiday Inn Express & Suites Santa Ana

1600 E First Street

Santa Ana, CA 92701

Jenn Baker, CSTC Executive Director, 949-715-4192

AGENDA

AGENDA ITEM	PRESENTER	DURATION/MINUTES	BEGINS	ENDS
1. Call to order	Gary Quackenbush, President	2	9:00 am	9:02 am
2. Roll Call	Shari Hardy, Secretary	5	9:02 am	9:07 am
3. Agenda Approval	Gary Quackenbush, President	3	9:07 am	9:10 am
4. Committee Check-In Meetings	Committees			
Education	Education Ethics & Grievances Committees	20	9:10 am	9:30 am
Membership	Membership Policy Governance Committees	20	9:30 am	9:50 am
Marketing & Communication	Marketing/PR/ Prof Image Government Relations Committees	20	9:50 am	10:10 am
Finance & Governance	Bylaws/Policies/Procedures Chapter Assistance & Development Audit & Finance Committees	20	10:10 am	10:30 am
5. Committee Group Discussion				
Education Committee		5	10:30 am	10:35 am
Ethics & Grievances Committee		5	10:35 am	10:40 am
Membership Committee		5	10:40 am	10:45 am
Policy Governance Committee		5	10:45 am	10:50 am
Marketing / PR / Prof Image Committee		5	10:50 am	10:55 am
Government Relations Committee		5	10:55 am	11:00 am
Continued				

AGENDA ITEM	PRESENTER	DURATION/MINUTES	BEGINS	ENDS
5. Bylaws/Policies/Procedures Committee		5	11:00 am	11:05 am
Chapter Assistance & Development Committee		5	11:05 am	11:10 am
Audit & Finance Committee		5	11:10 am	11:15 am
△ Lunch		30	11:15 am	11:45 am
6. Approval of Minutes	Shari Hardy, Secretary	5	11:45 am	11:50 am
7. Treasurer's Report	Claudia Stanley, Treasurer	20	11:50 am	12:00 pm
8. Executive Director's Report	Jenn Baker	10	12:00 am	12:10 pm
9. NSA Report	Roger Kent, NSA State Director	5	12:10 pm	12:05 pm
10. President's Report	Gary Quackenbush, President	10	12:05 pm	12:15 pm
11. Reports				
1 st VP / Education	Linda Dong			
2020 Symposium Call for Presenters	Linda Dong	5	12:15 pm	12:20 pm
2020 Fall Forum	Jenn Baker	5	12:20 pm	12:25 pm
Update on LMS	Jenn Baker	15	12:25 pm	12:40 pm
△ Break		10	12:40 pm	12:50 pm
2 nd VP / Membership & PR	Jen Horton	15	12:50 pm	1:05 pm
Membership Report	Jenn Baker	5	1:05 pm	1:10 pm
CTEC Committee	Karen DeVaney	10	1:10 pm	1:20 pm
Chapter Reports	Review Reports Submitted by Chapters	10	1:20 pm	1:30 pm
12. Region Updates	Region Directors			
Region One	Karen DeVaney	5	1:35 pm	1:40 pm
Region Two	Carmen Hustad	5	1:40 pm	1:45 pm
Region Three	David Eastis and Lisa Cruz	5	1:45 pm	1:50 pm
Region Four	Heather Santineau	5	1:50 pm	1:55 pm
Continued				

AGENDA ITEM	PRESENTER	DURATION/MINUTES	BEGINS	ENDS
13. New Business		10	1:55 pm	2:05 pm
LA Chapter Request for Funds	Board	5	2:05 pm	2:10 pm
Universal Cancellation Policy	Board of Directors	10	2:10 pm	2:20 pm
Group Concepts Client Expenses	Andrea Messina	10	2:20 pm	2:30 Pm
Greater Long Beach Chapter	Board of Directors	10	2:30 pm	2:40 Pm
CE Processing for Non-CSTC Members (Breakfasts/Lunches)	Rod Coutts	10	2:40 pm	2:50 pm
Chapter Meeting Sign-In Sheets	Jenn Baker	10	2:50 pm	3:00 pm
14. Resolutions & Motions	Shari Hardy, Secretary	15	3:00 pm	3:15 pm
15. Adjournment			3:15 pm	

**NEXT BOARD MEETING:
January 13 and 14, 2020 – Live 10 AM to 4 PM both days**

Remaining 2019 / 2020 Board of Directors Meeting Dates:

January 13 and 14, 2020 – Live 10 AM to 4 PM both days