



Defense Investigators Association

THE CALIFORNIA ORGANIZATION OF PUBLIC DEFENDER INVESTIGATORS

915 "L" STREET, SUITE C152, SACRAMENTO, CALIFORNIA, 95814

MINUTES OF THE SOUTHERN REGIONAL BOARD MEETING

Pomona, California

January 29, 1999

- I) **CALL TO ORDER:**The meeting was called to order by President Jean Dittmyer at 12:10 p.m. Board members present were: Jean Dittmyer, Scott Dittmyer, Ralph Finisterre, Patrick Metoyer, Jim Larma, LaWanda Lyons-Pruitt, Yvony Richards, and Beth Cotten.
- II) **APPROVAL OF THE MINUTES:** The minutes of the meeting of the Board of Directors held November 13, 1998, in Santa Barbara, California, were reviewed by board members. Scott Dittmyer reported an error regarding the reported income from the October conference in San Jose, California. Bill Van Cleave had reported income of \$119.22. After closing the books on the conference, actual income was \$1215.61. Bill had included in conference expenses some items which actually are separately budgeted, and this accounted for the difference in the income derived from the conference. The minutes were approved as corrected.
- III) **TREASURER'S REPORT:** Board members stipulated that a full treasurer's report would be attached to the minutes and mailed to board members. That report is attached. The balances reported were: checking: \$2463.10; Savings: \$9,136.01; Merchant's Bank: \$3991.97. Total assets, \$15, 591.08. The treasurer's report was approved as read.
- IV) **COMMITTEE REPORTS:**
1. **Professional/D.I.T.A.:** LaWanda Lyons-Pruitt reported progress on the Defense Investigators Training Accreditation program. The Alan Hancock community college district will be submitting a contract which runs from July 1, 1999 to June 30, 2000. We will be able to use college facilities, including their audio-visual equipment and photocopying machines. We will need to submit information to be included in the college's fall catalog. Lawanda again asked Board Members to submit their resumes. Board members present agreed to send resumes right away.

2. **Product Sales:** Scott Dittmyer reported that he has received no receipts for individual sales from the October conference in San Jose. The Board of Equalization will be expecting a report accounting for sales and paying taxes on the sales.

3. **Spring Conference:** The Spring Conference will be held in Reno, Nevada, at the Flamingo Hilton on May 13, 14, 15, 1999. Bill Van Cleave and Pat Fager (from Reno) are co-chairs for the conference.

4. **N.D.I.A. Liaison:** The National conference will be held in New Orleans in March, and many members of the D.I.A. are planning to attend. Ed Turner is running for the Board of Directors of the N.D.I.A.

5. **Newsletter:** Beth Cotten is willing to serve as editor of the newsletter beginning after the Spring Conference in Reno, Nevada, if she is re-elected to the Board of Directors. Jim Larma made a motion that the newsletter be published four times per year. Spring and Fall newsletters would be mailed thirty days prior to the conferences; summer edition on July 15, and winter edition December 15. The motion was seconded by Pat Metoyer and passed by the board members present. The motion is referred to the northern members for their consideration.

Jim Larma made a second motion that the board explore the feasibility of having the executive secretary format and print the newsletter. The motion was seconded by Ralph Finisterre and passed by the members present. The motion is referred to the northern members for their consideration.

6. **Web Page:** Beth Cotten reported that we now have a password for the restricted portion of the webpage for Board members. The passwords were given to board members present, and Jean Dittmyer agreed to communicate with northern board members to assure they also have the password. The board noted that the November minutes should be posted on the director's web page immediately.

7. **By-laws:** Pat Metoyer, chairperson. The members discussed several options for easing the financial burden of serving on the Board of Directors. Members felt the changes should be made to several sections of the by-laws. First, Article III, Section 1 should be amended to read "providing the treasury is not below \$8,000." Secondly, Article VI, Section 2 should be amended to delete the words "that is not held during a regularly scheduled conference", and should be amended to read, "Providing the treasury is not below \$8,000." The same article would also be amended to provide that board members would receive \$10 per diem allowance when attending full board meetings which require an out-of-town, overnight stay. The members agreed that the proposed amendments would be placed in written

form and submitted to all board members so that the by-laws may be amended at the Spring Conference in Reno if the membership approves. The proposed language of the amendments is attached.

8. C.P.D.A. : No report.

9. Historian: No report.

V) OLD BUSINESS: None

VI) NEW BUSINESS:

1. Dues Increase: There was discussion regarding the need to increase membership dues. The Association has incurred increased expenses because of the effort to put the organization on a more professional footing. These expenses include fees for the executive secretary's work, the web site, and bookkeeping. President Jean Dittmyer pointed out to board members that as volunteers, the board members assume a great deal of responsibility, and that their time is limited. Thus, the use of professional, paid staff to perform the basic record-keeping functions of the association has become a necessary expense. These responsibilities in the past have been performed at varying levels of effectiveness because of changes in board members and in the level of time commitment those board members have been able to give. Jean said that the Association's membership records, directory publication, bookkeeping, accounting, and required government and tax reports should be completed by professional staff with oversight by board members. This would allow the basic, necessary, functions of the Association to be performed reliably regardless of the level of commitment of individual board members' time and energy. Jean noted how important these issues of performance have become because of board member financial and legal liability.

Scott Dittmyer made a motion that the dues be increased from \$20 to \$30 effective January 1, 2000. The motion was seconded by Ralph Finisterre and approved by members. The motion is referred to the northern members for their consideration. It was noted that dues increases are not subject to general membership approval, but are set by the Board of Directors. Jim Larma said he would write an article for the Web site and next newsletter regarding the history of D.I.A. dues compared to other historic price rises and the cost of living.

VII) ADJOURNMENT: Jim Larma made a motion to adjourn. The motion was seconded by Pat Metoyer. The meeting was adjourned at 1:45 p.m.

Respectfully Submitted,



Scott Dittmyer
Secretary/Treasurer

SECRETARY/TREASURER'S INTERIM REPORT
January 29, 1999

Balances:

Checking: \$2,463.10
Savings: 9,136.01
Merchant: 3,991.97

Total: \$15, 591.08

Expenditures:

<u>Category</u>	<u>Budget Allocation</u>	<u>Expenditures</u>
Merchandise for Sale	\$ 500.00	\$ 0.00
Newsletter	700.00	393.21
Fall Conference	3500.00	5,628.39
Spring Conference,'99	3500.00	0.00
Board Meeting Expenses	1300.00*	1,036.16
P.O. Box Rental	300.00	0.00
Postage	1500.00	549.65
Data Base Maintenance	2000.00*	508.00
Elections	125.00	0.00
Membership Notices	250.00	370.27
Office Supplies	150.00	41.47
Directory	750.00	358.63
Web Page	1000.00	750.09
Totals:	15,575.00	9,635.87

INCOME:

Dues: \$ 1870.00
Fall Conference: 6844.00 (includes \$325.00 reported product sales)
Product Sales: 425.00 (from Spring Conference, 1998)

Total: \$9,139.00

* Allocations increased at the November 13, 1998 Board meeting.