



**California Junior Classical League  
Executive Board Meeting**

Virtually Held

January 7, 2023, 9:00 a.m.

I • XII • MMXXIII

*Īdibus Ianuāriīs. MMDCCLXXVI A.U.C.*



**To Do List:**

All Board Members will:

- Check their emails regularly.
- Read the minutes and send corrections to [secretary@cajcl.org](mailto:secretary@cajcl.org).

All Sponsors will:

- Send Louise Morr the contact for any prospective new chapters.
- Send any edited academic tests to Mr. Scott Paterson by Jan. 20

Mr. Matt Davis will:

- Coordinate transfer of Media Chair position from Ms. Sydney Higa to Mr. Jon Gumz.
- Continue to help prepare for State Convention.
- Update the application for National Convention scholarships to reflect the new amount of money..
- Send Kieran the emails of all CA sponsors.

Ms. Lisa Masoni will:

- Meet with the Convention Presidents to work on graphic arts for State Convention.
- Complete the \$20,000.00 transfer to the scholarship fund.

Dr. Brian Briggs will:

- Send out information about certamen and CaRCeR.

Ms. Katie Robinson will:

- Transfer over resources and credit card to the new Scholarships Chair, Ms. Marisa Alimento.

Mr. Scott Patterson will:

- Work on getting all academic tests edited and sent to Mr. Matt Davis to be printed for State Convention.

Ms. Dobbie Vasquez will:

- Meet with the Convention Presidents to discuss open certamen for State Convention.

Mr. Kevin Coorigan will:

- Work with the SCL to prepare for hosting Roman Rap Battle, That's Entertainment, and Olympika at State Convention.

Ingrid Luo will:

- Finalize spirit rubrics and awards for State Convention.
- Oversee the service activities at State Convention.
- Create a video on How to Spirit.

Northern and Southern Reps will:

- Send Louise Morr the list of attendees from Ludi/SCRAM.

Megan Chui and Jessica Milmoie will:

- Continue to work on State Convention.

Louise Morr will:

- Review list of attendees from Ludi/SCRAM and contact any unregistered schools.
- Continue contacting and assisting possible new chapters.

Kieran Chung will:

- Send out election materials to candidates.
- Send the names of potential candidates to Ms. Lisa Masoni for her to verify their membership.
- Assemble nomination committee and approve candidates.
- Prepare and send out election booklet for State Convention.
- Create the ballot for State Convention.
- Prepare to run the election and amendment approval process at State Convention.

Annika Porteous will:

- Organize, edit, and send out the minutes from this Board meeting.
- Edit and email out the Board Contact Sheet and letterhead to include Mr. Jon Gumz as the new Media Chair and to replace Ms. Katie Robinson with Ms. Marisa Alimento as Scholarships Chair.

Trisha Iyer will:

- Continue to work on the scrapbook.
- Continue running monthly contests and coordinate with Patrick Galligan about posting winners on the website.
- Send the Google doc with the social media information to Mr. Matt Davis.
- Take photos at State Convention.

Tiffany Chang will:

- Finish the fall *Nuntius* and send it to Patrick Galligan to be published.
- Begin working on the next edition of the *Nuntius*.

Patrick Galligan will:

- Coordinate with Trisha Iyer about posting monthly contest winners.
- Continue to keep the website up to date with the latest State Convention Materials.
- Continue submitting the website every month for the NJCL contest.
- Publish the election booklet, the fall *Nuntius*, and new scholarship information once available.
- Manage email account transfers for the new Media Chair and Scholarships Chair.

### **Important Upcoming Dates:**

January 20, 2023: Due date for Academic Tests.

February 25, 2023: CaRCeR at Miramonte High School (North) and Loyola High School (South)

March 31 - April 1, 2023: State Convention at Miramonte High School

May 13, 2023: Next Virtual Meeting

July 22-27, 2023: National Convention at Emory University

### **In Attendance:**

#### **2022-2023 Officers**

1. Ingrid Luo (Sage Hill School) – 2<sup>nd</sup> Vice President
2. Grace Brady (St. Ignatius College Preparatory) – Northern Representative
3. Nate Kindler (Crossroads School) – Southern Representative
4. Natalie Storm (Crossroads School) – Southern Representative
5. Fiona Yi (Crossroads School) – Southern Representative
6. Megan Chui (Miramonte High School) – Convention Co-President
7. Jessica Milmoie (Miramonte High School) – Convention Co-President
8. Louise Morr (St. Francis High School) – 1<sup>st</sup> Vice President
9. Kieran Chung (Harvard-Westlake School) – Parliamentarian
10. Annika Porteous (Menlo School) – Secretary

11. Trisha Iyer (Harker School) – Historian
12. Tiffany Chang (Harker School) – *Nuntius* Editor
13. Patrick Galligan (Menlo School) – Webmaster
14. Rupert Chen (Harker School) – NJCL 1<sup>st</sup> Vice President

**Adults**

15. Mr. Matt Davis – State Chair, 2<sup>nd</sup> VP Mentor, Miramonte Sponsor
16. Mr. Scott Paterson – Academics Chair, Harker Upper School Sponsor
17. Ms. Lisa Masoni – Treasurer, Graphic Arts Chair, Harker Middle School Sponsor
18. Dr. Brian Briggs – Certamen Chair, St. Francis Sponsor
19. Mr. Jon Gumz – CASCL Advisor, Media Chair
20. Ms. Grace Curcio – Webmaster Mentor, St. Ignatius Preparatory Sponsor
21. Ms. Dobbie Vasquez – Open Certamen Chair, Secretary Mentor, Menlo School Sponsor
22. Mr. Kyle Smith-Laird – State Co-Chair, Parliamentarian Mentor, The Willows School Sponsor
23. Ms. Jen Jordt - Creative Arts Chair, Historian Mentor, Menlo School Sponsor
24. Ms. Katie Robinson – Previous Scholarships Chair
25. Dr. Jeffrey Feland – 1<sup>st</sup> VP Mentor, Sage Hill Sponsor
26. Mr. Kevin Corrigan – CASCL Vice-President
27. Ms. Marisa Alimento – Crossroads Sponsor, New Scholarships Chair
28. Mr. Frederick Muth – Technology Committee Head
29. Ms. Alison Wedding – Crossroads Sponsor
30. Ms. Maria Luisa De Seta – Menlo Atherton High School Sponsor

***in absentia:***

1. Ms. Sydney Higa – Former Media Chair
2. Ms. Mercedes Barletta – Harvard-Westlake School Sponsor
3. Ms. Sofia Abolfathi – *Nuntius* Mentor, 2021-2022 CASCL President

**I. Call to Order – Ingrid Luo (9:04): Ingrid Luo opened the meeting at 9:04.**

**II. Minutes from September 10th Meeting – Annika Porteous (9:04)**

- a. Annika Porteous gave an overview of the minutes from the previous Board meeting.
- b. Grace Brady moved to approve the minutes; Kieran Chung seconded. The motion passed unanimously.

**III. Reimbursement Requests – Ms. Lisa Masoni (9:14)**

- a. Ms. Lisa Masoni reported on the reimbursement requests. There was a request from Ms. Martha Altieri for \$239.70 for 6 months of FMPro, a request from Mr. Matt Davis for \$237.97 for State Chair travel to SCRAM, and a request from Mr. Matt Davis for \$149.90 for a Zoom account to host meetings.
- b. Megan Chui moved to approve the reimbursement requests, Grace Brady seconded, and the motion was approved.

**IV. Next Meeting Date (9:17)**

- a. Ingrid Luo proposed May 13, 2023 for the next board meeting.
  - i. Ms. Lisa Masoni brought up concerns about the conflict of AP exams and proposed doing it in late April. Mr. Matt Davis clarified that May 13th would be after the last AP exams.
  - ii. Kieran Chung expressed that he might have another conflict for May 13th.
  - iii. Tiffany Chang said that Harker might have a senior retreat that weekend, but Mr.

Scott Paterson clarified that it wasn't until the 14th.

- b. Due to various conflicts, Mr. Kyle Smith-Laird proposed a Zoom poll to vote for either May 6th or 13th. Due to difficulties with using the poll feature, board members decided to do a vote by raising hands. The May 13th date had more votes.
- c. The next meeting will be held virtually on May 13, 2023, at 9:00 a.m.

## V. Officer Reports

### a. Kieran Chung (Harvard-Westlake School) – Parliamentarian (9:28)

- i. Kieran Chung reported on their proposed amendments. They shared a presentation reviewing their major amendments.
  - a) There was a change in the Constitution preamble to reinforce a sense of purpose among the JCL and to have the wording more closely mirror that of the US Constitution. Ingrid Luo orchestrated a vote on whether to support this amendment. The amendment was approved unanimously.
  - b) The second amendment was a modification to the succession of officers section of the Constitution, adding a clarification that elected officers cannot succeed themselves in a specific office even if they move to another school to close that loophole. Ingrid Luo put this amendment to a vote, and it passed unanimously.
  - c) Dr. Brian Briggs asked whether these changes needed to be voted on since they are mostly wording based, but Mr. Kyle Smith-Laird clarified that they are content based enough that they should be voted upon.
- ii. Kieran Chung also discussed his plans for voting at the State Convention.
  - a) They proposed combining the open forum and the amendments meeting to make it less complicated for delegates especially since there aren't very many amendments this year.
    - (1) Mr. Kyle Smith-Laird clarified that the two had been split up because of how long each section would take and expressed concern that the forum would be too long if combined.
    - (2) Dr. Brian Briggs noted that from a sponsor's perspective it would be easier to get students to go to one meeting instead of two as long as we can get through the amendments quickly.
    - (3) Ms. Dobbie Vasquez supported the idea of one meeting as well. It was decided to give it a try this year.
  - b) They also brought up that there have been some challenges in the past of getting chapters to send two delegates and asked the Convention Presidents to make sure to include it on the schedule as a way to help remind people.
  - c) Mr. Matt Davis clarified how the podium book will work at State Convention, and Mr. Kyle Smith-Laird said that Kieran will be giving an announcement about the open forum during the first general assembly.
  - d) Kieran Chung suggested doing a Google form to collect ballots electronically to make voting more convenient and secure.
    - (1) Ms. Lisa Masoni brought up that this might pose an issue because many of her students do not have devices.
    - (2) Mr. Kyle Smith-Laird proposed having a paper ballot for anyone unable to use the Google form. Dr. Brian Briggs also mentioned

that this could be a good backup in case something goes wrong with the electronic version. Each chapter needs only one device to access the Google form.

(3) Ms. Dobbie Vasquez said that we should try doing it online, and Ingrid Luo agreed that electronic voting had worked well at Nationals and at States the last few years.

(4) Mr. Matt Davis clarified that it is important to include both votes on one ballot to make it clear for delegates, and Ms. Dobbie Vasquez suggested a drop-down with two tabs for each school getting two votes.

e) Kieran Chung announced that the nominations committee will consist of the Parliamentarian, Grace Brady, and three others from three chapters that do not have candidates applying for nomination.

(1) They said that they will communicate more about this in February.

(2) Ms. Lisa Masoni added that they should send the list of candidates to her as soon as it is available so that she can confirm that they are all JCL members in good standing.

iii. Megan Chui asked sponsors to talk to their students beforehand to help facilitate the involvement of delegates.

a) Mr. Kyle Smith-Laird said that he could include this suggestion when he sends out the packet with other election materials.

b) Kieran asked if someone could send them the list of adult sponsors. Mr. Matt Davis said he would do that.

c) Mr. Matt Davis also suggested printing out hardcopy versions of the election booklet. Mr. Kyle Smith-Laird suggested two per club because there are two delegates per chapter.

**b. Ingrid Luo (Sage Hill School) – 2<sup>nd</sup> Vice President (9:52)**

i. Ingrid Luo shared a slideshow for her officer report. She reported that she prepared for the January board meeting and oversaw a service project at SCRAM which went well.

ii. She discussed spirit at State Convention.

a) She stated that she will be making a How-To-Spirit video to send to schools as a guide for students unfamiliar with how spirit works.

b) She will be finalizing the spirit rubric and award.

c) She proposed the possibility of doing a spirit workshop on Friday night for schools who might not be very familiar with how spirit works.

(1) Megan Chui said that she will try to make it work into their schedule.

(2) Ms. Dobbie Vasquez that Friday night might be too late because they wouldn't have that much time to prepare.

(3) Ingrid Luo argued that having an in-person workshop would be really helpful because a video can only convey so much and that it would be optional.

(4) She will communicate with the Convention Presidents to see if there will be enough space in the schedule.

iii. Ingrid Luo reported on her plans for service at State Convention. There will be

one session of handmade cards for children patients on Friday and two sessions of continued card-making or craft *Hilaria* on Saturday.

**c. Grace Brady (St. Ignatius College Preparatory) – Northern Representative (9:57)**

- i. Grace Brady reported that roughly 700 students attended Ludi, a record high amount. Then she went over some of the finances regarding Ludi.
  - a) The total income was \$17,950.00.
  - b) The total expenses were \$13,440.70. This included \$307.60 for academic testing, \$8,287.33 for food, \$1,778.18 for registration supplies, \$472.02 for raffle prizes, \$923.95 for Ludi games, \$1,034.75 for colloquia, \$508.87 for miscellaneous costs, and \$128.00 for printing.
  - c) The net profit was \$4,509.30.
  - d) They decided to donate 50% of the net profit (\$2,255.00) to the CAJCL scholarship fund.
- ii. She commented on how well their system of labeling certamen machines, their colloquia, and activities like face painting went, and that overall things were really smooth.
- iii. Grace Brady also noted some problems they faced with running Ludi.
  - a) She said that open certamen didn't go as well in certain places because some teachers did not receive enough instruction. She mentioned that this issue could also be from not having been in-person for many years.
  - b) They had kids wandering around a bit as well. She recommended possibly reminding teachers in the future to keep their students in the rooms during testing. In the past they have had to stay for a certain amount of time.
  - c) Students also didn't seem aware that they had to be in a colloquia, and she suggested making that more clear in the future.
  - d) She does not recommend doing an escape room because it ended up taking a lot of work and being very chaotic. They had only 1 room and too many sign-ups and couldn't accommodate everyone.
  - e) They also had slightly too much Olympika to manage.
  - f) She suggested that October 22nd might have been a bit too early with schools still coming back and getting settled in, but others felt that it was a good time - before the playoffs for sports begin.
- iv. Dr. Brian Briggs asked for more clarification about the problems with certamen.
  - a) Grace Brady elaborated that many teachers were not familiar with how certamen was supposed to work and that they were supposed to send students to the next room.
  - b) Ms. Lisa Masoni brought up that open certamen is always chaotic because people sign up and then sometimes don't show up. She added that the teams weren't sent out soon enough and people didn't know where they were going. There were a lot more people at Ludi than usual, which caused some inexperienced readers to have to read without scorekeepers.
- v. Ms. Lisa Masoni said that overall Ludi was amazing and that all her students really loved it. Mr. Matt Davis seconded how much of a success it was.
- vi. Ms. Grace Curcio stressed how wonderful it was and also emphasized what a great help past EOMs were in understanding how to run Ludi.

vii. Grace Brady gave a slideshow with some photos highlights of Ludi.

**d. Nate Kindler, Natalie Storm, and Fiona Yi (Crossroads School) - Southern Representatives (10:10)**

- i. Natalie Storm, Fiona Yi, and Nate Kindler shared a slideshow about SCRAM on October 29, 2022.
  - a) They had 450 students attend and introduced some new events like omnioke (karaoke but everyone singing at once), Daedalus' escape, Saltate! (Just Dance!), and water balloon battleship.
  - b) In regards to finances, they are still waiting on money from Gooden, Sage Hill, University High, and PVP. Ms. Alison Wedding clarified that it has been an issue on their end tracking down the money at their school.
    - (1) They did not charge Crossroads and King/Drew High School students. Natalie Storm noted that they could've made more money if they had charged the 135 Crossroads students at lest something.
    - (2) Some of their larger expenses were food, the photo booth, and postage needed to send out certificates. They suggested that certificates should be sent out electronically.
  - c) They donated toiletries for People Concerned as a service project, which went really well.
  - d) Nate Kindler shared some photos and discussed just how great it was to see the JCL spirit back live and in-person. He stated that the raffle could have gone better by distributing tickets earlier (maybe at sign-in), but that overall it went really really well.
  - e) They had four workshops including one on Verbдум (Latin wordle) by Daniel James and Malgorzata (how to make ancient roman armor out of foam).
- ii. Mr. Matt Davis commented on how well it went and gave a big thank you to Crossroads School for hosting.
- iii. Dr. Brian Briggs asked how many chapters attended.
  - a) Ms. Alison Wedding stated that there were 22-24 chapters.
  - b) They lost some schools that have let go of their Latin programs, including Mayfield Upper School and Archer, but they did see some increases in other schools' participation.
  - c) Ms. Alison Wedding also noted that neither St. Margaret's School nor Irvine Online brought students.

**e. Megan Chui and Jessica Milmo (Miramonte High School) – Convention Presidents (10:22)**

- i. Megan Chui shared her screen and went over some logistics for the vendors they have planned for S but I tate Convention.
  - a) For food, they contracted with Off the Grid food trucks for Saturday's dinner and have been in contact with other caterers like Olive Garden, Panda Express, Chick-fil-A, El Molino, Sunrise Bistro, and Noah's Bagels for some of the other meals.
  - b) For activities, they contracted with Central Valley Bubble Soccer and have paid Karen Airbrush Tattoo. They have contacted New Age Gaming

- for a gaming truck and laser tag, Astro Jump for jumpy jousting, Avista Audio Visual for outdoor movie theater rental, and Prohibition Casino Parties for casino table and photo booth quotes. They are in the process of paying Goosechase for a scavenger hunt.
- c) For decorations, they have paid The Balloon Man for a stage balloon arch.
  - d) They have also contacted Red Tie Printing to get a quote for programs, which they have begun designing.
- ii. Mr. Matt Davis asked about numbers and Jessica Milmoie said they are planning for 800 attendees but can go up to 1,000-1,200 with their vendors if needed.
  - iii. Jessica Milmoie discussed hotels and stated that they have reached out to hotels to obtain some courtesy room blocks and discounts which can be found on a spreadsheet on the website.
  - iv. They have been in contact with Mr. Altieri about registration and opened the site on Friday 1/6.
  - v. They have contacted:
    - a) Keoni Liwanag from St. Ignatius to create State Convention sticker designs.
    - b) Ms. Jen Jordt to get dramatic interp. and oratory passages and determine the theme for the costume contest
    - c) Ms. Katie Robinson to discuss State Convention STEM challenges/activities.
    - d) Ingrid Luo about community service activities.
    - e) Grace Brady about Colloquia contacts from Ludi.
  - vi. Mr. Kevin Corrigan said that SCL will host Roman Rap Battle and That's Entertainment and will be in touch with the Convention Presidents about helping out for certain Olympika games. They are a smaller number and will not be able to do all the Olympika.
  - vii. Jessica Milmoie gave some additional updates from Miramonte School.
    - a) They held a contest for blue book cover/convention artwork.
    - b) They held two committee head meetings outside of school.
    - c) The 3<sup>rd</sup> committee head meeting is planned for Sunday 1/8 at 1:00 pm.
    - d) They have filmed a promotional video which is currently being edited.
  - viii. Through the Webmaster, they have posted the white book, the blue book, hotel information, the student activity sheet, the medical waiver and permission slip, and the cover letter on the CAJCL website and sent all this out to all sponsors. They reported that they attended Ludi and gave a State Convention promotional speech and led spirit at the general assemblies.
  - ix. Ms. Dobbie Vasquez brought up that the essay contest and Latin oratory completely overlap and asked if they could extend Latin oratory 15 min earlier to allow students to participate in both. Jessica Milmoie responded that they will work on changing that. Ms. Dobbie Vasquez also noted that they had Embassy Suites listed twice but did not include the Marriott, which many have stayed at in previous years. Jessica Milmoie said they will reach out again and see if they can accommodate that.
  - x. Ms. Lisa Masoni said that she will be touching base with them about graphic arts, and Dobbie Vasquez stated that she will need to do the same for open certamen.
  - xi. Ms. Grace Curcio said that she will bring the banner to CaRCeR.



**f. Louise Morr (St. Francis High School) – 1<sup>st</sup> Vice President (10:36)**

- i. Louise Morr first spoke about how great SCRAM had been and noted that some personal issues have prevented her from accomplishing all the communications she had planned.
- ii. She reported that she and Dr. Brian Briggs have been in contact with Bishop School in La Jolla and Country Day in Sacramento.
- iii. She requested that the Northern and Southern Reps send her a list of attendees from Ludi and SCRAM so she can see if there were any attendees that are not yet registered.
- iv. Louise Morr asked if anyone knew other schools that she could get in contact with about starting a JCL chapter.
  - a) Meadows School and Sage Ridge School in Nevada were mentioned as possible schools to contact. Ms. Lisa Masoni noted that they have to register within their own state, but that they should still include them in the email in case they want to attend State Convention as they have in the past.
  - b) Ms. Marisa Alimento suggested Dr. Pam Bleisch who is at San Luis Obispo Classical Academy. She said that they were unable to attend SCRAM since they were moving locations but are trying to get a program together.
  - c) Mr. Matt Davis recommended reaching out to Bentley, as they still have a Latin program but keep switching teachers. Ms. Lisa Masoni said she will try to track down the name of the teacher at Bentley to update the database.
  - d) Dr. Brian Briggs asked whether University High School in San Francisco will join but Mr. Matt Davis said they most likely wouldn't. Dr. Brian Briggs mentioned they have a new teacher which Matt Davis hadn't realized. He agreed that they should try to contact the new teacher.
  - e) College Prep is still working on getting together a program.
  - f) Ms. Jen Jordt said that Elisabeth Campbell, a new teacher at Stevenson School, was possibly interested in getting a JCL chapter going.
  - g) Tiffany Chang said she has friends at Stanford Online High School trying to restart a JCL chapter.

**g. Annika Porteous (Menlo School) – Secretary (10:47)**

- i. Annika Porteous reported that she edited and sent out the minutes from the previous meeting to the webmaster to put on the website. She submitted her officer introduction for the *Nuntius*.
- ii. Mostly, she focused on implementing Notion and emailed with a representative to get more information about upgrading from the current version but decided that the upgraded version was too expensive and that the free version was enough for our current needs.
- iii. She reported that she updated the [CAJCL Letterhead](#) to include the new Southern Rep Nate Kindler and emailed the webmaster to add him to the website. She also updated the [Board Contact Sheet](#) with his contact information.
- iv. Lastly, she prepared the minutes summary from the previous meeting in preparation for today.

**VI. Motion for a Break (10:49)**

- a. Ingrid Luo motioned to approve a request to take a five minute break which was unanimously approved.

**VII. Officer Reports (continued)**

**a. Trisha Iyer (The Harker School) – Historian (10:55)**

- i. Trisha Iyer reported on the online contests that she has been running since October. She encouraged everyone to send in photos of their chapter's activities for the contests which are all linked on the website.
- ii. She screen-shared the scrapbook and announced that her theme is a voyage. She gave a quick preview of what she has so far for the fall months.

**b. Tiffany Chang (The Harker School) – Nuntius Editor (10:58)**

- i. Tiffany Chang reported that she has finished all the content for the fall edition but is still tracking down people to fill out the officer introduction form. She has had to delay publication but will send it out to the webmaster Patrick Galligan soon to be published on the website. Mr. Matt Davis said that it is okay to publish it without those officer introductions if she can't get them.
- ii. She also said she can't access Notion which the secretary Annika Porteous said she would address following the meeting.

**c. Patrick Galligan (Menlo School) – Webmaster (11:00)**

- i. Patrick Galligan reported that he has been keeping the website up to date with the State Convention materials and has been submitting it for the NJCL contests.

**d. Rupert Chen (The Harker School) - NJCL 1<sup>st</sup> Vice President (11:01)**

- i. Rupert Chen has been working on National Classics Week which will start on April 17th and go into Classicalia, which is tentatively set for April 22nd.
- ii. He has been working on other initiatives to help members-at-large feel more included.

**VIII. SCL Report – Mr. Kevin Corrigan (11:03)**

- a. Ms. Sofia Abolfathi was absent, so Mr. Kevin Corrigan gave the SCL report on her behalf. He apologized for the recent communication issues and stated that SCL will be addressing that at their next meeting. He also mentioned that SCL found communication much easier for Ludi than for SCRAM because they had a touch point whom they could contact with any questions.
- b. For convention, he reported that SCL would like a headquarters room and that they will be hosting the SCL mixer during colloquia. There should also be three SCL general assemblies during State Convention: one on Friday night, a second Saturday morning, and a third Saturday afternoon following the mixer.
- c. Mr. Kevin Corrigan also requested that SCL have a point of contact, similar to how they did at Ludi, for State Convention. Ms. Alison Wedding suggested that SCL should have one point of contact as well in order to make communication easier on both ends.

**IX. Social Media Report – Mr. Matt Davis (11:07)**

- a. Ms. Sydney Higa was absent, so Mr. Matt Davis gave the social media report on her behalf. He announced that Ms. Sydney Higa will be stepping down. Mr. Matt Davis said that he will be in contact with her but will need someone else to fill this position, suggesting someone on the younger side who might have more social media experience. He also stated that it should not be a student position as it should ideally be the same person for several years.
- b. Jon Gumz volunteered for the Media Chair position. He said he could do it for multiple years, and Mr. Matt Davis said that he will be in contact with him about transferring information over for this position.
- c. Trisha Iyer mentioned that she also has the Google doc with the social media information which she said she will send to Mr. Matt Davis. He asked her if she had contacted Ms. Sydney Higa about post. Trisha Iyer responded that she has been doing it directly for the most part due to communication issues.

**X. Academic Testing – Mr. Scott Paterson (11:11)**

- a. Mr. Scott Paterson reported that he successfully received all necessary volunteers to help write tests. He said that there were pretty much two waves: the first which he plans to have edited by late January and the second which should be done by early March.
- b. He mentioned that this will be the first time doing paper academic testing at State Convention in a while and asked how that should be dealt with and what the heading material should look like.
  - i. Mr. Matt Davis said to put it in a Google folder and share it with him and that they would then sort out how to print them up. They will add the scantron stuff and instructions, and all Mr. Scott Patterson should include is the test type (reading comp., derivatives, etc.) and the Latin level (MS-1, HS-2, etc.).
  - ii. Mr. Matt Davis said that he should use a second document for the answers.
- c. Ms. Dobbie Vasquez asked if there was a specific date she needed to have the edited tests in by for Mr. Scott Patterson.
  - i. For first wave, Mr. Scott Patterson said by January 20th but that it was not a hard deadline. For the second wave, he recommended they get it in by March 4th.
  - ii. He said that he will be working on proofing and getting some people to help him edit. Ms. Dobbie Vasquez suggested he contact Mr. Peter Bodie.

**XI. Certamen Report – Dr. Brian Briggs (11:18)**

- a. Dr. Brian Briggs reported that CaRCeR is coming up on Feb 25th at Loyola School for the south and at Miramonte for the north and will be held from 10:00 am to 1:00 pm. Registration is now open
  - i. He voiced some concerns about readers and machines with the transition back to in-person certamen.
  - ii. He stated that he would be sending out an email later in the week with more certamen and registration information.
  - iii. For machine repairs, there is a new service through NJCL, and they are taking orders for new machines. He noted that he will include this information in the email as well.
- b. For convention, he mentioned that having rooms closer together and near the certamen headquarters for the semi-finals would be extremely helpful. He also asked if there was a student point person for certamen at State Convention. Mr. Matt Davis confirmed that

there was.

- c. Mr. Matt Davis brought up that hosting CaRCeR usually costs some money (for doughnuts, janitors, etc.) and asked about how we should go about paying for this.
  - i. He said that Miramonte can cover the cost with their club funds but wanted to put something in place so that it could be more accessible for other schools in the future.
  - ii. Ms. Lisa Masoni said that it would be rolled into State Convention expenses. She suggested that there could also be a \$10 charge per school for CaRCeR.
  - iii. Mr. Matt Davis stated that he did not want to make schools pay and thought that including it into the expenses of State Convention would work.
  - iv. The board decided to factor any additional costs for CaRCeR into the budgeting of State Convention.

## **XII. Monthly Contest Updates (CAJCL & NJCL) – Ingrid Luo (11:27)**

- a. Ingrid Luo wanted to remind the Webmaster and Historian to work together to better publicize the monthly contests.
  - i. Patrick Galligan said that if they add things to the Twitter, it will automatically populate the website.
  - ii. Trisha Iyer said she can keep a running log of the winners of the monthly contests and send them to Patrick Galligan to put on the website.
- b. Ms. Lisa Masoni asked if there might be an issue concerning putting students' names on the website.
  - i. Mr. Matt Davis said it should be fine since they are submitting for the contest and they can add a disclaimer.
  - ii. Patrick Galligan added that it should be fine as long as it is just their first names.
  - iii. Ingrid said that you could include the first name and last name initial.

## **XIII. State Chair Report – Mr. Matt Davis (11:32)**

- a. Mr. Matt Davis reported that he attended SCRAM and Ludi and that they were both really great.
- b. He reported that he has been working with Ingrid Luo on the agenda and has been sorting out the Media Chair situation with Ms. Sydney Higa.
- c. Mr. Matt Davis stated that he redid the white booklet again over winter break. He screen-shared the white book and went over some things that he changed to make it more clear and formatted for print.
  - i. He modified the costume contest section to match what they did for Nationals, and Ms. Jen Jordt said that it looked good. He also added that receipts no longer need to be submitted and moved up the spending from \$40.00 to \$50.00.
  - ii. He removed soccer from the Olympika and fixed the links.
  - iii. The graphic arts section has also been updated
- d. Besides that, he has been helping prepare for State Convention.

## **XIV. Treasurer Report – Ms. Lisa Masoni (11:40)**

- a. Ms. Lisa Masoni reported that there are currently 32 chapters and 1295 members. She stated that renewal is still pending for University, Bellarmine, Willows, and New West Schools. Chapters that have not been renewed from the previous year include BASIS, Berkeley High, California High, Cathedral Catholic, Convent and Stuart Hall, De La Salle, Gooden, Harvard-Westlake Middle, San Luis Obispo Classical Academy,

- University Prep, and Viewpoint Schools.
- b. The total expenses totalled at \$8666.84, the total income was \$8748.78, and the closing balance was \$41,863.5.
  - c. Ms. Lisa Masoni mentioned that one of the major expenses used to be travel to board meetings and that now without this expense, there is more money in account than in previous years. The account used to run between \$15,000.00-20,000.00. She proposed transferring \$20,000.00 from the treasury balance to the scholarship fund.
    - i. Ms. Dobbie Vasquez and Natalie Storm both agreed that this was a great idea.
    - ii. Ingrid Luo supported the proposal as well since board meetings will most likely continue to be held online because it has been working well.
    - iii. Ms. Katie Robinson said that this transfer would be really great because it would keep them from having to limit the number of scholarships awarded.
    - iv. Of the \$3 membership fee, \$1 goes towards Nationals expenses, \$1 goes towards operating expenses, and \$1 for the scholarship fund. Since membership numbers have been lower in recent years, there has been a reduced source of income for the scholarship fund there. Half of the earnings from state convention go to the state, and Ludi and SCRAM hosts typically choose to donate a portion of profits to the scholarship fund.
    - v. Trisha Iyer moved to make the transfer, Natalie Storm seconded the motion, and the motion passed unanimously.
  - d. Ms. Lisa Masoni mentioned that the number of Nationals scholarships to be awarded needs to be decided at this meeting because the May board meeting would be too late.
    - i. In the past there have been 10 scholarships of \$500.00. She suggested possibly bumping it up to \$600.00. Mr. Matt Davis even suggested \$700.00.
    - ii. Natalie Storm moved to approve a motion for awarding 10 scholarships of up to \$700.00. Grace Brady seconded the motion, and it passed unanimously. Ms. Lisa Masoni asked Mr. Matt Davis to update the application for the Nationals scholarship accordingly.

**XV. CAJCL Scholarship Report & Scholarship Chair Update – Ms. Katie Robinson (11:53)**

- a. Ms. Katie Robinson gave the [scholarship report](#).
  - i. Three scholarships were paid out, totalling at \$6000.00.
  - ii. There were two donations, one from Willows School of \$300.00 and one from St. Ignatius Prep of \$2,255.00.
  - iii. The running balance for the fiscal year ending April 30, 2023 is \$22,487.79.
- b. Ms. Katie Robinson stated that the board needs to approve the number of scholarships administered at State Convention.
  - i. With the new transfer from the treasury, she proposed awarding 4-5 scholarships.
  - ii. Mr. Matt Davis suggested setting it as a range between 4-6 to give flexibility. They could set a maximum of 6 so that the Scholarship Chair could decide depending on the applicants.
  - iii. Grace Brady moved to approve a maximum of 6 scholarships to be awarded. Patrick Galligan seconded the motion and it passed unanimously.
- c. Ms. Katie Robinson announced that she will be stepping back as Scholarship Chair.
  - i. She had notified and discussed this with the State Chair and Co-Chair in the fall.
  - ii. She read her letter of resignation and announced that she has recommended her colleague Ms. Marisa Alimento to succeed her and that she has already shared the resources with her.

- a) In terms of logistics, she will need to transfer over the Chase account to Ms. Marisa Alimento, which will need to be done in person with an account of the minutes of the resignation and transition.
  - b) Ms. Marisa Alimento will provide her personal email and mailing address for the Webmaster. The Webmaster will work on changing email forwarding.
- iii. Mr. Matt Davis gave a huge thank you to Ms. Katie Robinson for all the work she has done for JCL.
  - iv. Ingrid Luo called the board to a vote to approve Ms. Katie Robinson's letter of resignation and the installation of Ms. Marisa Alimento as the new Scholarship Chair. The board voted to approve both the resignation and installation unanimously.

**XVI. New Business (12:07)**

- a. Ingrid Luo asked if there was any new business.
- b. Mr. Matt Davis said that he and Mr. Fredrick Muth have been working on a new method of organizing awards at State Convention. Mr. Fredrick Muth said they will continue on working on a way to make the awards process easier to use and maintain in the future.

**XVII. Picture/Screenshot for the Scrapbook - Trisha Iyer (12:11):** Trisha Iyer took a screenshot of the meeting for the scrapbook.

**XVIII. Adjournment – Ingrid Luo (12:11)**

- a. Grace Brady moved to adjourn the meeting; Patrick Galligan seconded the motion. The motion passed unanimously.
- b. The meeting was adjourned at 12:12 am.

Respectfully submitted,  
Annika Porteous  
CAJCL Secretary, 2022-2023