

California Junior Classical League  
Executive Board Meeting  
University High School  
May 11, 2019 11:00 a.m.

To Do Lists

- I. All Board Members will
  1. Check their emails regularly.
  2. Read the minutes and send corrections to [secretary@cajcl.org](mailto:secretary@cajcl.org).
- II. 2018-2019 Officers will
  1. Make sure documents on Dropbox that will need to be edited are not PDFs.
- III. Laila Abolfathi will
  1. Look at flights for the next board meeting.
- IV. Ethan Yan will
  1. Submit a request for travel reimbursement.
  2. Change the title of the constitution to reflect the fact that the document also contains bylaws.
  3. Send the NJCL an updated copy of the constitution.
- V. Rupert Chen will
  1. Publish the updated version of the digital scrapbook on the website.
  2. Make sure the Constitution on the website is the most current version.
  3. Change the officer information on the website.
- VI. Victoria Wat will
  1. Submit a request for travel reimbursement.
- VII. Benjamin Beckman will
  1. Provide an updated copy of the constitution that can be edited.
- VIII. Naomi Rubin will
  1. Include the *Nuntius* competition winners in the Convention minutes.
- IX. Taia Cheng will
  1. Create a version of the digital scrapbook that has student last names removed.
- X. Sofia Abolfathi will
  1. Send a list of the winners of the *Nuntius* competition to Naomi Rubin.
- XI. The State Chairs will
  1. Send out their Nationals flight information so that others can book the same flight.
- XII. Dr. Briggs will
  1. Create the agreement for schools borrowing certamen machines.
- XIII. Ms. Masoni will
  1. Send Natalie Hilderbrand the link to request travel reimbursement.

Important Upcoming Dates

- I. July 26-31, 2019 – NJCL Convention
- II. September 7, 2019 – CAJCL Board Meeting in northern California

Attendance

- I. In Attendance
  1. Natalie Hilderbrand, '18-'19 NJCL Communications Coordinator

2. Kiana Hu, '18-'19 Convention President
  3. Brendan McFeely, '18-'19 Convention President
  4. Brian Yu, '18-'19 1st Vice President
  5. Athena Davis, '18-'19 2nd Vice President
  6. Naomi Rubin, '18-'19 Secretary
  7. Taia Cheng, '18-'19 Historian
  8. John Sullivan, '18-'19 Webmaster
  9. Sofia Abolfathi, '18-'19 Nuntius Editor
  10. Grace Frazer, '18-'19 Northern Representative
  11. Wendy Nawa, '18-'19 Southern Representative
  12. Kasra Lekan, '19-'20 Convention President
  13. Sophie Reynolds, '19-'20 1st Vice President
  14. Laila Abolfathi, '19-'20 2nd Vice President
  15. Ethan Yan, '19-'20 Parliamentarian
  16. Isabelle Krochmal, '19-'20 Secretary
  17. Kaleigh Ruegg, '19-'20 Historian
  18. Rupert Chen, '19-'20 Webmaster
  19. Alexisse Yoo, '19-'20 Nuntius Editor
  20. Victoria Wat, '19-'20 Northern Representative
  21. Samuel Cohen, '19-'20 Southern Representative
  22. Maggie McCarty, '18-'19 CASCL Vice President
  23. Mia Borlongan, '18-'19 CASCL Secretary
  24. Ms. Martha Altieri, State Chair
  25. Mr. Kyle Smith-Laird, State Co-Chair and CASCL Advisor
  26. Ms. Lisa Masoni, CAJCL Treasurer, Graphic Arts Chair, and Harker Middle School Sponsor
  27. Ms. Katie Robinson, Scholarship Chair
  28. Mr. Jon Gumz, Academics Chair
  29. Dr. Brian Briggs, Competitive Certamen Chair and St. Francis High School Sponsor
  30. Ms. Dobbie Vasquez, Open Certamen Chair and Menlo School Sponsor
  31. Ms. Mercedes Barletta, Harvard-Westlake Sponsor
  32. Mr. Josh Davis, University High School Sponsor
  33. Mr. Matt Davis, Miramonte High School Sponsor
  34. Dr. Jeffrey Feland, Sage Hill School Sponsor
  35. Ms. Lana Sum, St. Ignatius Preparatory Sponsor
- II. Absent
1. Benjamin Beckman, '18-'19 Parliamentarian
  2. Evan Cui, '18-'19 CASCL President
  3. Mr. John Conant, Woodbridge High School Sponsor
  4. Ms. Grace Curcio, St. Ignatius Preparatory Sponsor
  5. Teresa Kawamata, Loyola High School Sponsor

## Minutes

- I. Call to Order – Athena Davis
  - A. Athena Davis asked if there were any motions on the floor. Brendan McFeely moved to open the meeting. Alexisse Yoo seconded the motion.

- B. The motion passed, and the meeting was called to order at 10:59 a.m.
- II. Minutes from January 12, 2019 Board Meeting and State Convention – Naomi Rubin
  - A. Minutes from January 12, 2019 Board Meeting
    - 1. Naomi Rubin gave an overview of the minutes from the previous board meeting. This meeting focused on planning for State Convention.
    - 2. Brian Yu discussed his advice column for new schools; Athena Davis reported on the food drive; Taia Cheng shared her plans for collecting photos from others; Sofia Abolfathi spoke about her work on the *Nuntius*; John Sullivan talked about cleaning up the website and adding a section for academic tests to it. Additionally, reports from both Ludi and SCRAM were given.
  - B. Minutes from 2019 State Convention
    - 1. At General Assembly I on Friday night, the CAJCL board and the SCL were introduced and campaign announcements were given.
    - 2. At General Assembly II on Saturday morning, the spirit competition was held, candidates running for election to the board gave their speeches, and scholarship winners were announced.
    - 3. At General Assembly III on Saturday night, ballots were collected, information about nationals was shared, and Brian Yu recognized chapters attending State Convention for the first time. Various awards were given, including athletic, academic, artistic, and overall awards, and the winners of the *Nuntius* contest were announced. Raffle winners were drawn. Election results were announced, and new board members were inaugurated.
  - C. Approval of the Minutes - Rupert Chen moved to approve the minutes. John Sullivan seconded the motion. The motion passed, and the minutes were approved.
- III. Reimbursement Requests – Ms. Masoni
  - A. There is now a digital form for requesting reimbursements, which makes the process much smoother.
  - B. Almost everyone has submitted reimbursement requests for travel to the meeting through this form.
  - C. Ethan Yan and Victoria Wat still need to submit their requests for reimbursements of \$142.37.
  - D. Natalie Hilderbrand did not receive Ms. Masoni’s email about reimbursements, as she is not on the email list. Ms. Masoni will send her the link to request a reimbursement of \$136.61.
  - E. Ms. Masoni requested a reimbursement of \$11.00 for postage.
  - F. Naomi Rubin moved to approve all reimbursement requests, including those made digitally. Kiana Hu seconded the motion. The motion passed, and the reimbursement requests were approved.
- IV. 2019-2020 Officer and Sponsor Introductions
  - A. The 2019-2020 student board members each introduced themselves by giving their name, school, and position. Additionally, the sponsors and adult board members introduced themselves.
- V. 2018-2019 Officer Reports

A. Kiana Hu and Brendan McFeely, Miramonte High School – Convention Presidents

1. 2019 State Convention

a) Finances

(1) The total budget for Convention was \$86,028. Of this, approximately \$13,500 was profit. Half of the profit will go to CAJCL, and the other half will go to the host school, Miramonte High School.

(2) Approximately half of the budget was spent on food.

b) Food

(1) Dinner on Friday was Mexican food.

(2) This year, the Convention Presidents decided to have a catered breakfast. Since many delegations eat at their hotels, fewer students ate breakfast than the other meals, so breakfast was catered for just 700 people. This was successful, and the Convention Presidents recommended a catered breakfast for future Conventions.

(3) Lunch was bread bowls and soup.

(4) Food trucks provided Saturday dinner. The Convention Presidents do not recommend having food trucks at future Conventions, as they are expensive and a hassle to organize.

c) Scheduling

(1) This year, the entire Convention schedule was moved back by half an hour. The general agreement was that this was helpful.

(2) The certamen tiebreaker and the sponsor meeting conflicted. Dr. Briggs suggested that the certamen tiebreaker round ultimately should be removed altogether.

d) Dessert Mosaic - This activity ran out of supplies, so more may need to be purchased for next year's Convention.

e) Awards - Some that could not be given at Convention are still being sent out.

f) Activity Guides - These are currently being completed by the Convention Committee Heads at Miramonte High School.

g) Dance - The dance was not well attended. It may not be worth having a dance next year, especially since the DJ was expensive.

h) Nationals Meeting - The meeting was a new event this year. At the meeting, a video promoting the National Convention was shown, and those who had attended had a chance to reunite and share their experiences with others interested in attending. The Convention Presidents felt that this event was a success.

i) Workshops - Miramonte had ten workshops, which is fewer than the previous Convention, but the Convention

Presidents feel that since these presentations were informative and engaging, workshops were still generally successful.

j) Graphic Arts

- (1) Kiana Hu noted that there was some confusion with the new Best in Show award, since both parents and students were judging.
- (2) Ms. Masoni pointed out that she felt she needed to pick a piece that had won 1st place in its category for Best in Show, but this was difficult since the judges had not yet picked winners.
- (3) Mr. Matt Davis suggested renaming this award Student's/People's/Viewer's choice to eliminate this problem. Ms. Masoni agreed with this idea.
- (4) Ms. Masoni mentioned that pushing the schedule back by half an hour made judging more difficult, since she was judging near the time of the Sponsor's Luncheon. She noted that since Convention will be in the south next year, there will likely be more students, which would make judging on this schedule even more difficult.
- (5) Ms. Masoni also reported that the number of art submissions was much lower than the previous year.

k) Attendance

- (1) Approximately 970 students attended 2019 State Convention. The decrease in attendance may have been due to the fact that Convention coincided with spring break for many schools.
- (2) Natalie Hilderbrand said that approximately 1180 delegates attended the previous Convention, but she had food catered for 1500 people, and she suggests this number be used for catering next year.
- (3) Dr. Briggs pointed out that having Convention in the north for three years may skew our idea of numbers.
- (4) Ms. Altieri has the attendance data for the last 15 years.

l) Speech Events

- (1) Ms. Altieri noted that still very few people are competing in the Creative Arts and speech events.
- (2) Mr. Matt Davis said that teachers need to be the ones encouraging students to participate in events like these.
- (3) Mr. Josh Davis proposed a passport system, where delegates receive stamps after participating in different activities, but said that he finds it difficult to force student participation. He also suggested raffling prizes for those who utilize the passport.
- (4) Athena Davis suggested including participation in Convention events in the Spirit Competition. Mr. Matt

Davis noted that tabulating data like this could be problematic, especially when officers are already counting election votes. He emphasized the power of teachers building events like these into their classroom curriculum. Ms. Altieri said this method was successful. She used to include work on speeches in class during the time her students were preparing for the NLE.

- (5) For the costume contest, there were 50 signups but 9 participants; for dramatic interpretation 78 signups and 20 participants; for essay 53 and 22; for Latin oratory 61 and 19; and for sight reading 61 and 30. This creates issues because too many copies of materials are printed and larger rooms are assigned to events with low turnouts.
- (6) Dr. Briggs explained that one reason sight reading may have such low attendance is that it conflicts with certamen as well as the chariot and catapult competitions.
- (7) Mr. Matt Davis said that Miramonte High School requires students to submit graphic arts and suggested that this might be effective for performance events as well. Natalie Hilderbrand noted that requiring too many events may deter people from signing up for Convention, especially if they have other interests, like sports.
- (8) Ms. Barletta said that showing examples of past winners motivates her students. Natalie Hilderbrand suggested having winners present at General Assemblies and publishing winning pieces. Ms. Barletta suggested sending promotional materials and examples to sponsors to show to their students. Ms. Vasquez suggested posting these on the website. Ms. Altieri noted that student's full names cannot be posted on the website, but things like videos of speeches can be.
- (9) Alexis Yoo proposed creating a database of past winners to show what needs to be done for each event, since the White Booklet can be ambiguous. Athena Davis suggested having student board members create checklists for each event. Sophie Reynolds agreed with the idea of implementing examples of art. Brian Yu suggested publicizing these on the website.
- (10) Athena Davis said that students don't actually attend the events they sign up for. Ms. Masoni commented that students may not understand scheduling conflicts. Dr. Briggs noted that the signups taking place so far in advance may contribute to lower attendance. Brian Yu suggested organizing signups by time instead of by category. Ms. Barletta agreed with this idea.
- (11) Athena Davis noted that she felt Miramonte High

School was well-prepared for these events at Convention, despite the fact that attendance was lower than expected. She explained that she would rather have too many materials than not enough.

(12) Ms. Vasquez pointed out the fact that when “fun” or “frivolous” activities take place at the same time as serious academic events, students often chose the former. Mr. Matt Davis proposed encouraging students to watch academic events like certamen.

(13) Mr. Josh Davis suggested having semifinals for speech events the same day as Carcer, but Ms. Vasquez said requiring this commitment would discourage participation. Brendan McFeely thought that only people already participating in certamen at Carcer would participate.

(14) Athena noted that open, non-binding events make Convention more fun.

(15) Naomi Rubin suggested having academic and non-academic blocks in the schedule, similar to the way no other events take place at the same time as workshops. Kasra Lekan worried that this would make people feel as if there was nothing for them to do at certain times.

B. Brian Yu, Sage Hill School – 1<sup>st</sup> Vice President

1. Attended Convention.
2. Graded publicity and simplified the previous scoring model so that it now has 3 categories instead of 5.
3. Emailed schools in the north, including Vanden, Northcreek, and Head Royce.
  - a) Vanden and Northcreek came to Convention for the first time. Vanden brought 13 delegates to Convention, and Northcreek brought 9.
  - b) Mr. Matt Davis noted that students from Vanden and Northcreek are interested in coming to Nationals with Miramonte.
4. Noticed that in general, teachers are interested in starting JCL chapters, but students are often busy or uninterested.
5. Athena Davis suggested paying for student and teacher representatives to attend Convention. Mr. Matt Davis agreed and said that offering half off the price of Convention to new schools was well worth it. Ms. Vasquez said more than one student would need to attend, since it is important for new chapters to feel comfortable.

C. Athena Davis, Miramonte High School – 2<sup>nd</sup> Vice President

1. Focused on spirit and service.
2. Thanked Alexisse Yoo and Kiana Hu for their help organizing spirit at the National Convention.
3. Oversaw the student board members as they judged the spirit competition.
  - a) Small chapters, like Crossroads, were participating enthusiastically.

- b) The divisions seemed to be fair.
- 4. Organized a blanket-making service project at Convention.
  - a) Thirty-five knotted blankets and five scarves were created and donated to a homeless shelter.
  - b) People didn't need to bring their own supplies, and there was no skill gap, so everyone could participate.
  - c) Ethan Yan suggested emphasizing the positive impacts of past community service projects at future Conventions to encourage participation.
  - d) Mr. Matt Davis noted that \$500 of the Convention budget was used to purchase fleece for the project.
- 5. Helped to lead the General Assemblies.
- D. Benjamin Beckman, Harvard-Westlake School – Parliamentarian
  - 1. Since Benjamin Beckman was unable to attend the meeting due to his travels, Mr. Smith-Laird read his report.
  - 2. Attended Convention.
  - 3. Dealt with the state of emergency regarding the position of Parliamentarian.
    - a) Spoke to the State Chairs about the situation.
    - b) Initially announced that he would only interview the first two candidates to submit applications, but decided to interview six who were well-qualified and had sponsors supporting them.
    - c) Kiana Hu noted that all candidates were high-quality, but more officers should have been present at the interviews.
    - d) Learned from this that the election system could be improved.
    - e) Suggested that candidates be able to initiate their candidacy at State Convention, as opposed to having to file applications beforehand. Sponsors may not inform their students of the opportunity to run for office, since many may be unaware themselves, and many people may not see the information about running for office on the website or in the *Nuntius*. Athena Davis responded that floor nominations at Nationals were chaotic, and initiating candidacies at State Convention probably would be as well. Natalie Hilderbrand agreed that candidates need to be selected before Convention.
    - f) Athena Davis and Mr. Matt Davis suggested that the parliamentarian speak with people at Nationals about running for state office.
  - 4. Gave each school one vote in elections.
    - a) Mr. Smith-Laird pointed out that the constitution allocates two votes to a school if they send two voting delegates.
    - b) Each school only having one vote could have contributed to the state of emergency, but Natalie Hilderbrand noted that it probably would have occurred regardless, as six or seven schools abstained.
  - 5. Dr. Briggs said that focus of the Parliamentarian should be elections, specifically finding candidates to run for office, not amending the



constitution.

6. Questions about number of nominations from one school were raised. There was uncertainty regarding whether only two people from a school can submit applications to run for office, or whether only two people from a school can be approved to run for office by the parliamentarian. Mrs. Vasquez said that no one is better qualified to decide which two students should run than the teacher and students of that school. Asking the election committee to make this choice would be less successful.
  7. Ethan Yan noted that there are two versions of the constitution on the website. John Sullivan fixed this issue. Both links now point to the most recent version of the constitution.
  8. Ethan Yan also pointed out that the constitution needs to be updated, since two amendments were passed at State Convention.
  9. Ethan Yan informed the board that the NJCL requested a copy of the constitution. He sent the most recent one he had access to. He will send the new one as soon as he receives it.
- E. Naomi Rubin, Menlo High School – Secretary
1. Attended Convention.
  2. Took minutes at each of the General Assemblies.
  3. Helped to run Open Certamen.
  4. Uploaded her minutes to Dropbox.
- F. Taia Cheng, Harvard-Westlake School – Historian
1. Attended Convention.
  2. Finished the digital scrapbook to submit to NJCL, which she presented at the meeting.
  3. Won Photo of the Month in April with a photo of the Crossroads certamen team.
  4. Athena Davis suggested adding the scrapbook to the website.
    - a) Mr. Smith-Laird said that the scrapbook cannot be published on the website, since it includes student last names.
    - b) Mr. Matt Davis suggested removing student last names from the scrapbook so that it could be published.
- G. Wendy Nawa, Woodbridge High School – Southern Representative
1. Answered questions from Sage Hill.
  2. Organized Dropbox.
- H. Grace Frazer, Saint Ignatius College Preparatory – Northern Representative
1. Sent half of the profit from Ludi to CAJCL in February.
  2. Attended Convention in March.
  3. Is focusing on strengthening her school's JCL chapter, especially through her chapter's election process.
- I. Sofia Abolfathi, Member at Large – *Nuntius* Editor
1. Changed the platform the *Nuntius* is created on.
  2. Interviewed candidates for the position of *Nuntius* editor at Convention.
  3. Is working on creating a section to promote careers in the classics, and is reaching out to classics professionals.
  4. Presented the *Nuntius* awards at State Convention.

- a) Suggested that it be made more clear next year that students need to come up to the stage to receive their awards.
  - b) Will send the list of winners to Naomi Rubin.
5. Ran the Instagram account.
  6. Talked to teachers during the banquet.
  7. Suggested emailing middle school teachers separately, so that they feel more included in CAJCL and don't see it as solely a high school experience.
  8. Proposed having a backdrop for photos to be taken of delegates with their awards and a system for taking those pictures, similar to the one at Nationals.
  9. Suggested having a photo team at State Convention, similar to the one at Nationals
  10. Ran National Classics week on Instagram.
    - a) Posted photos each day that encouraged involvement in classics.
    - b) Is unsure how to expand National Classics Week without burdening teachers at a busy time of year.
    - c) Natalie Hilderbrand suggested that teachers may already be busy preparing for and attending Convention.

J. John Sullivan, Loyola High School – Webmaster

1. Updated the website when people sent emails requesting changes.
2. Fixed the link to the constitution.
3. Rupert Chen will put the updated version of the Constitution on the website when it is available.
4. Interviewed candidates for the position of webmaster at Convention.

K. Natalie Hilderbrand, Menlo School – National Communications Coordinator

1. Attended the Spring Planning Meeting for the National Committee in D.C. in February.
  - a) Worked on planning spirit and service projects.
  - b) Contacted both the 2018-2019 and 2019-2020 CAJCL boards about Nationals and scholarships.
  - c) Reminded the board that it is important for CAJCL board members to attend Nationals unless they have a significant conflict.
  - d) Helped to award the officers' scholarship to a student from Maryland.
  - e) Contributed to the new edition of *Torch: U.S.*, which will be published in a few weeks.

VI. State Chair Report – Ms. Altieri

A. New Academic Testing Chair - Mr. Scott Paterson from The Harker School has volunteered to take over for Mr. John Gumz.

B. FMP Hosting and FileMaker

1. Mr. Altieri has worked hard to develop FileMaker for the CAJCL, but the software has changed drastically. There are many problems with FileMaker that mandate new software that will be usable in the long term. FileMaker is incompatible with High Sierra, and using the software has been stressful for both the Menlo and Miramonte Conventions.

2. Currently, CAJCL has three hosted files, which costs \$40 per month, but it will most likely be necessary to upgrade to six hosted files, which will cost \$60 per month. Mr. Altieri will work to reconfigure the files this summer.
3. Currently, CAJCL pays \$320 annually for FileMaker. Upgrading to FileMaker 17 would cost \$140 dollars per month, as opposed to the current cost of about \$40 per month.
4. Ms. Altieri has been reimbursed for FileMaker through July, but would like to make changes at the end of that time period. Finances will be addressed with more certainty and approved at the September meeting.

#### C. CAJCL as a Legal Entity

1. CAJCL needs to become a legal entity.
2. CAJCL first needed an Employer Identification Number, since this is what makes us an organization legally.
3. The next step was to determine what type of organization CAJCL would be registered as: a 501C7 or a 5013C. CAJCL will be a 501C7, which is an organization where income is driven by membership dues and profit from events. In contrast, a 5013C is also supported largely by donations, and since CAJCL is not, this is not the correct label for the organization.
4. In order to register as a 501C7, information about our constitution, newsletter, and finances is needed.
5. An 8713 form needs to be filed, which comes with a fee of \$600, payable to the U.S. Treasury. Rupert Chen moved to approve this expense, and Brendan McFeely seconded the motion. The motion passed. Ms. Altieri aims to mail the check within the next two weeks.
6. After we deal with federal registration, we will need to address registration in the state of California.
7. Tax returns will need to be submitted.

#### D. Officer Mentor Introductions

1. Each officer has an adult mentor to support them and answer their questions.
2. There is currently no advisor for the *Nuntius* editor. Sofia Abolfathi volunteered to fill that post for the coming year.

#### E. New Officer Expectations

1. Ms. Altieri emphasized the importance of communication. New officers need to check their email, especially as board meetings approach.
2. Mr. Smith-Laird reminded the new officers that they had taken an oath, and that they need to take that oath seriously and honor their commitments.

#### F. NJCL Convention

1. Nationals will be held at the end of July, from Friday, July 26, to Wednesday, July 31, at Fargo State University in Fargo, North Dakota.
2. Delegates will fly to Nationals on Thursday, July 25, and fly home on Wednesday, July 31. To fly into Fargo, delegates will likely need to take a connecting flight through either Denver or Minneapolis. The State Chairs will share their flight information so that others can also book the same flight if they would like.

3. CAJCL has awarded 10 \$500 scholarships for Nationals.
  - a) Sofia Abolfathi, Member at Large
  - b) Andrew Bota, University High School
  - c) Tiffany Chang, Harker Middle School
  - d) Kiana Hu, Miramonte High School
  - e) Athena Davis, Miramonte High School
  - f) Garrett Louie, Miramonte High School
  - g) Jeffrey Fung, The Harker School
  - h) Augustine Briggs, St. Francis High School
  - i) Lili Henderson, St. Francis High School
  - j) Chaerim Kim-Worthington, Harvard-Westlake School

VII. Officer Breakout Meetings

A. While adult board members met separately, Ms. Sum shared some general information about technology and communication for the benefit of the new student board members.

1. Dropbox

- a) The CAJCL board uses Dropbox so that everyone can easily access all files. Using Dropbox promotes accountability and also provides helpful records for the successor to each position.
- b) Files on Dropbox that potentially will need to be edited should not be PDFs, even though PDF is the default format when a file is uploaded from Google Drive, since PDFs cannot be edited. Instead, these documents need to be uploaded as Word documents.

2. Google Drive - Some position-specific documents may also be in the Google Drives associated with the officer emails.

3. Email - All officers need to check their emails regularly, and respond promptly to emails they receive.

B. Incoming board members then had the chance to meet one-on-one with the outgoing board member who had held their office to discuss their responsibilities.

VIII. Certamen Report – Dr. Briggs

A. Fewer schools participated in certamen this year, since several schools were traveling or on spring break.

B. In total, sixty teams participated, which is down from last year's sixty-nine teams.

C. Every school that competed at Carcer sent at least one team to State, for a total of twenty-two schools participating.

D. At State, thirteen different chapters medaled, which is generally consistent with last year, when fourteen different chapters medaled.

E. In the north, there was a shortage of readers at Carcer, so SCLers and retired teachers were recruited.

F. In the south, more wildcard teams were needed. Without wildcard teams, brackets cannot be filled, and then teams' scores need to be scaled down.

G. Currently, CAJCL has six certamen machines: two in the north and four in the south.

H. Dr. Briggs would like to loan these to schools, as long as these schools bring them to CAJCL competitions to be used, since that is their primary purpose.

I. Ms. Masoni noted that loaning certamen machines results in some wear and tear,

which is expensive to repair. Mr. Gumz suggested informing schools that they are responsible for covering the cost of repairs if the machines break while they are borrowing them. Ms. Masoni suggested having a written agreement that schools sign. Dr. Briggs volunteered to create this document and bring it to the fall meeting.

- J. Foothill High School gave the board a Certamen machine to pass on to a school in need of one. The machine has been given to De La Salle High School.
  - K. Mr. Josh Davis suggested giving away a certamen machine as an incentive at State Convention, like at Nationals.
  - L. Semifinals at State Convention were somewhat confusing since the classrooms were switched at the last minute. Next year, the student from the host school coordinating certamen needs to be in contact with Dr. Briggs directly to avoid this confusion.
- IX. SCL Report – Maggie McCarty and Mia Borlongan
- A. At Convention, 22 active SCL members were present.
  - B. Two amendments to the constitution were made regarding the role of advisors. A new board position focusing on recruitment was created, which is held by Kiana Hu.
  - C. Fifty people attended the SCL mixer, and seventeen new members signed up, bringing total membership to seventy-eight.
  - D. Purple and gold Hawaiian shirts were sold for \$45.
  - E. Having a room and a student liaison from the host school for SCL was helpful and make the SCL feel welcome. Having just one person serve as the liaison the entire time made everything much smoother.
  - F. This was the first year that SCL reported the results of events directly to Headquarters, and it went well. Every event SCL ran finished early, although some events saw sparse registration. Only one or two middle school teams signed up for some sports. Registration was especially low when co-ed teams were required. Dr. Briggs pointed out that this may be due to the fact that some schools are single-gender schools. However, sometimes multiple teams from one school wanted to play. Updates to the White Booklet regarding the rules of sporting events will be considered closer to next year's State Convention.
- X. CAJCL Scholarship Report – Ms. Robinson
- A. From a large number of outstanding applicants, five were selected to receive the CAJCL scholarship.
    - 1. Benjamin Beckman, Harvard-Westlake School
    - 2. Hugo Raphael Budd, Crossroads High School
    - 3. Taia Madeleine Cheng, Harvard-Westlake School
    - 4. Kiana Hu, Miramonte High School
    - 5. Anneke Zegers, St. Francis High School
  - B. Saint Ignatius sent a \$500 donation from Ludi profits, SCL donated \$321.63 in snack shop profits, and \$2,285 was received from membership dues.
  - C. On May 6, a scholarship was paid out to a 2017 recipient.
  - D. As of April 30, the balance of the scholarship account is \$32,465.57.
- XI. Treasurer Report – Ms. Masoni
- A. Final accounting of JCL chapters and delegates

1. CAJCL currently includes a total of fifty-five chapters.
  2. Total membership seems to be declining: there are 200 fewer members than last year.
- B. New chapters - This information is not yet available.
- C. Chapters that did not renew - San Luis Obispo did not renew. They have a pattern of joining JCL every other year.
- D. The scholarship fund
1. One dollar out of every three paid in membership dues is allocated to the scholarship fund.
  2. We have not yet sent out the money for the five scholarships to Nationals..
  3. Not having travel expenses for the January 2019 meeting made a big difference financially.

## XII. New Business

- A. Ms. Robinson proposed an idea from Ms. Heather Paff, a teacher at Harbor Day School.
1. Since the ratio of high schoolers to middle schoolers in CAJCL is approximately 2 to 1, middle schoolers can feel somewhat intimidated at CAJCL events. Ms. Paff's idea is to host a strictly middle school event for schools in the south sometime during the fall, on either October 12 or October 19. The event would be like a mini SCRAM. The event would run from 10:00am to 1:00pm. Schools would need to register in advance, but the event would be free. Activities would include open certamen for all students, remote control car races, illuminated manuscript reading, Roman coin making, Pantheon model building, and awards. The event would most likely be small this year, but the goal would be to eventually include all southern middle schools.
  2. Taia Cheng supported this idea. She went to Westridge, an all-girls middle school, and remembered that she was not always able to attend SCRAM.
  3. Ms. Masoni noted that the event was quite early in the year, which might make it difficult for schools to attend.
- B. Ms. Altieri reminded the board that the constitution should generally be a static document.
1. Over the next month or two as CAJCL registers as a nonprofit, the constitution will need to be submitted. Organizations typically do not amend their constitutions annually, but bylaws can change more regularly. The title of the constitution should be changed to "Constitution and Bylaws."
  2. Mr. Gumz noted that bylaws can be amended with a simple majority, while amending the constitution requires a two-thirds majority.

## XIII. Next Meeting Date

- A. Since the majority of the board is now from the north, the next meeting will be held there.
- B. Mr. Matt Davis pointed out that flights are the primary factor in choosing a location for the meeting. There is a general agreement that the meeting location will be chosen based on where is the easiest and least expensive to fly to. If San Jose flights are best, the meeting could be held at The Harker School, and if

Oakland flights are best, the meeting could be held at Miramonte High School.  
Menlo is also available.

C. The fall meeting will be held on September 7, 2019.

- XIV. Adjournment – Laila Abolfathi asked for a motion to adjourn the meeting. Taia Cheng so moved, and Brendan McFeely seconded the motion. The motion passed. Laila Abolfathi adjourned the meeting at 3:00 p.m.

Respectfully submitted,  
Isabelle Krochmal  
CAJCL Secretary, 2019-2020