



**California Junior Classical League
Executive Board Meeting**

Virtually Held
May 13, 2023, 9:00 a.m.
V • XIII • MMXXIII

ante diem III Idus Maias, MMDCCLXXVI A.U.C.



To Do List:

All new Board Members will:

- Check their emails regularly.
- Read the minutes and send corrections to secretary@cajcl.org.
- Review and understand their duties as stated in the CAJCL Constitution and especially in the [Executive Board Duties](#) document.

All Mentors will:

- Set up a time to meet with their student officers to go over expectations.

Mr. Matt Davis will:

- Make preparations and send out details for National Convention.
- Send half of the profits from State Convention to the General Fund once the custodial bill has been collected.

Ms. Lisa Masoni will:

- File the reimbursement requests and communicate with Mr. Kyle Smith-Laird about the GoDaddy website fee.
- Update the bank card to remove old names and add Matt Davis's name

Dr. Brian Briggs will:

- Send out the email regarding NJCL certamen machine repair.
- Set the date for CARCER.

Mr. Fredrick Muth will:

- Continue to work over the summer to find a system other than FileMaker Pro for the future - probably not for next year's State Convention.

Mr. Jon Gumz will:

- Send out a flier to encourage SCL registration.

August Briggs will:

- Organize spirit for National Convention.

Franziska Kungys will:

- Plan and prepare for Ludi at St. Francis.

Jackson Coleman and Patrick Galligan will:

- Plan and prepare for State Convention at Menlo on April 12-13..

Glory Ho will:

- Update the letterhead, send it to everyone for any corrections, and then send it out to the Board.

Yoyo Li will:

- Read the Constitution and By-Laws carefully for updates.
- Review *Robert's Rules of Order*.

Trisha Iyer will:

- Continue working on scrapbook for National Convention.

Tiffany Chang will:

- Find a time to meet with Felix Chen, the new *Nuntius* editor, about the position responsibilities.

Patrick Galligan will:

- Update the website with the new amendments to the CAJCL Constitution.
- Find a time to meet with Sophia Vourakis, the new Webmaster, about the position responsibilities.
- Coordinate the email transfers to the new board as well as for Ms. Marisa Alimento.

Important Upcoming Dates:

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

September 10, 2023: Next Virtual Meeting

October ??, 2023: Ludi Octobres at St. Francis High School

April 12-13, 2024: State Convention at Menlo School

In Attendance:

2022-2023 Officers

1. Ingrid Luo (Sage Hill School) – 2nd Vice President
2. Grace Brady (St. Ignatius College Preparatory) – Northern Representative
3. Megan Chui (Miramonte High School) – Convention Co-President
4. Jessica Milmoie (Miramonte High School) – Convention Co-President
5. Louise Morr (St. Francis High School) – 1st Vice President
6. Kieran Chung (Harvard-Westlake School) – Parliamentarian
7. Annika Porteous (Menlo School) – Secretary
8. Trisha Iyer (Harker School) – Historian
9. Patrick Galligan (Menlo School) – Webmaster
10. Rupert Chen (Harker School) – NJCL 1st Vice President

2023-2024 Officers

1. August Briggs (Jesuit High School) – 2nd Vice President
2. Franziska Kungys (St. Francis High School) – Northern Representative
3. Jackson Coleman (Menlo School) – Convention Co-President
4. Patrick Galligan (Menlo School) – Convention Co-President
5. Vivienne Arndt (Miramonte High School) – 1st Vice President
6. Yoyo Li (Sage Hill School) – Parliamentarian
7. Glory Ho (Harvard-Westlake School) – Secretary
8. Mia DaPonte (St. Francis High School) – Historian
9. Felix Chen (Harker School) – *Nuntius* Editor
10. Trisha Iyer (Harker School) – NJCL Historian

Adults

1. Mr. Matt Davis – State Chair, 2nd VP Mentor, Miramonte Sponsor
2. Mr. Scott Paterson – Academics Chair, Harker Upper School Sponsor
3. Ms. Lisa Masoni – Treasurer, Graphic Arts Chair, Harker Middle School Sponsor
4. Dr. Brian Briggs – Certamen Chair, St. Francis Sponsor
5. Mr. Jon Gumz – CASCL Advisor, Media Chair
6. Ms. Grace Curcio – Webmaster Mentor, St. Ignatius Preparatory Sponsor
7. Ms. Dobbie Vasquez – Open Certamen Chair, Secretary Mentor, Menlo School Sponsor
8. Mr. Kyle Smith-Laird – State Co-Chair, Parliamentarian Mentor
9. Ms. Jen Jordt - Creative Arts Chair, Historian Mentor, Menlo School Sponsor
10. Ms. Marisa Alimento – Crossroads Sponsor, Scholarships Chair
11. Ms. Katrina Watson – CASCL Vice President

in absentia:

1. Nate Kindler (Crossroads School) – Southern Representative
2. Natalie Storm (Crossroads School) – Southern Representative
3. Fiona Yi (Crossroads School) – Southern Representative
4. Tiffany Chang (Harker School) – *Nuntius* Editor
5. Sophia Vourakis (Harvard-Westlake School) – Webmaster
6. Mr. Kevin Corrigan – CAJCL President
7. Ms. Alison Wedding – Crossroads Sponsor
8. Ms. Mercedes Barletta – Harvard-Westlake School Sponsor

- I. Call to Order – Ingrid Luo (9:06):** Ingrid Luo opened the meeting at 9:06 am.
- II. Minutes from September 10th Meeting – Annika Porteous (9:06):** Annika Porteous gave an overview of the minutes from the previous Board meeting, which mainly focused on preparations for State Convention.
- III. Reimbursement Requests – Ms. Lisa Masoni (9:09)**
 - a. Ms. Lisa Masoni reported on the reimbursement requests. She gave a brief explanation of reimbursement requests for the new officers and then asked the board if there were any reimbursement requests they wanted to bring up..
 - b. Mr. Kyle Smith-Laird mentioned that there was one for GoDaddy for the fee of hosting the CAJCL website and that he would coordinate with Ms. Lisa Masoni about the amount. Ms. Lisa Masoni said there is also another reimbursement for FileMaker Pro for \$239.70.
 - c. Trisha Iyer moved to approve the reimbursement requests; Grace Brady seconded; and the motion was approved.
- IV. Introductions of Officers, Sponsors, & Committee Members as noted above (9:13).** We are still looking for a Southern Rep.
- V. Officer Reports**
 - a. Ingrid Luo (Sage Hill School) – 2nd Vice President (9:20)**
 - i. Ingrid Luo reported that there was good turnout for her community service project at State Convention.
 - ii. She stated that besides State Convention she has been preparing for this Board meeting and coordinating with Kieran Chung to email the new officers about the meeting.
 - b. Grace Brady (St. Ignatius College Preparatory) – Northern Representative (9:22)**
 - i. Grace Brady reported that she has been responding to emails from people reaching out about Ludi for the upcoming year..
 - ii. She attended State Convention, and she said that she really enjoyed it. She thanked Miramonte for all they did to offer such a wonderful convention.
 - c. Megan Chui and Jessica Milmoie (Miramonte High School) – Convention Presidents (10:22)**
 - i. Megan Chui and Jessica Milmoie reported that they finished up preparations for

State Convention including awards and catering.

- a) They held State Convention committee head meetings every weekend leading up to Convention and then every day for the week of convention.
 - b) They gave a big thank you to everyone who made this Convention possible, especially Mr. Matt Davis.
 - c) They sent out the checks for the various caterers and *honoraria* for the speakers.
 - d) Jessica Milmo reported that they had 35 schools and 788 people attend and that they made somewhere between \$4,000-5,000.
- ii. Mr. Matt Davis brought up some questions to the board about their ideas regarding the schedule at State Convention.
- a) He mentioned how the dinner had to be moved forward before the General Assembly and asked for some feedback on how people felt about that. He suggested that this change in schedule might have helped things run smoother (having more time to get everything prepared for the final assembly and people being well fed).
 - b) Mr. Matt Davis also suggested giving more time for the voting fellowship, increasing from 15 minutes to 30-45 minutes, which many sponsors agreed on.
 - c) Ms. Dobbie Vasquez asked Mr. Matt Davis why they did not include a snack bar at their Convention, and he explained that there simply was not anyone who particularly wanted to make it happen. Ms. Dobbie Vasquez noted that was one of few things people mentioned they missed in the feedback Menlo collected.
 - d) Ms. Lisa Masoni also reminded the Convention Presidents that half of the profits from State Convention go towards the treasury. Mr Matt Davis said that they are still waiting on the custodial bill which they won't have until June and that he will probably send the check out around August.
- iii. Ms. Dobbie Vasquez asked about registration for next year's Convention.
- a) She asked whether they could move registration further for Convention next year to better accommodate people with sports conflicts.
 - b) Mr. Matt Davis noted that they had several late registrations. Megan Chui brought up how difficult it had been to work with caterers when they didn't have numbers yet and that caterers usually wanted to know these details far ahead of time. They also noted that they had planned for 800 students and ended up having 665.
 - c) Ms. Dobbie Vasquez asked how many students she should expect for State Convention next year. Ms. Lisa Masoni said there are currently 1,600 JCL members which is less than we have had in the past. Ms. Dobbie Vasquez said that she would keep this in mind.
 - d) Dr. Brian Briggs mentioned that State Convention Registration has usually been 8 weeks ahead of time since it coincides with CARCER registration. Students should be registered for Convention to participate in CARCER. Good point!

d. Louise Morr (St. Francis High School) – 1st Vice President (9:38)

- i. Louise Morr reported that the publicity contest went really well. She didn't have enough for a 1st, 2nd, and 3rd for each category but had a winner in each.

- ii. She said she has been helping Trisha Iyer with some contacts for scrapbook and that she had attended Convention.

e. Kieran Chung (Harvard-Westlake School) – Parliamentarian (9:39)

- i. Kieran Chung reported that he ran elections at State Convention which went smoothly.
- ii. They have all positions filled except Southern Rep.

f. Annika Porteous (Menlo School) – Secretary (9:42)

- i. Annika Porteous reported that she edited and sent out the minutes from the previous meeting. She updated the letterhead and [Board Contact Sheet](#) to include Mr. Jon Gumz as the new Media Chair and to replace Ms. Katie Robinson with Ms. Marisa Alimento as Scholarships Chair. She emailed out the updated letterhead to the board as well.
- ii. She stated that she attended State Convention and took minutes at each of the three General Assemblies.
- iii. Lastly, she prepared the minutes summary from the previous meeting in preparation for today.

g. Trisha Iyer (The Harker School) – Historian (9:43)

- i. Trisha Iyer reported she took lots of photos at Convention and that she has been working on putting those all together since Convention. She shared her screen to show some of the pages she has made so far.
- ii. She also reported about the colloquium she gave for CAJCL chapters on how to transition into the historian role, and she said that it went really well. She noted that it was great to help the chapters that attended, many of which were smaller and more unfamiliar with JCL.
- iii. She thanked Natalie Storm for sending her photos from State Convention.
- iv. Trisha Iyer also brought up that she has left a couple blank pages at the end of the scrapbook where people could add signatures/dedications. She asked members to share [this link](#) with their schools.

h. Patrick Galligan (Menlo School) – Webmaster (9:47)

- i. Patrick Galligan reported that he has been keeping the website up to date and submitting in for the NJCL competition.
- ii. He also stated that he attended State Convention and really enjoyed it..

i. Rupert Chen (The Harker School) - NJCL 1st Vice President (9:47)

- i. Rupert Chen reported that he had a great time at CARCER and State Convention.
- ii. He talked about the success of National Classics Week and Classicalia and some of the things they did, including officer takeovers on the NJCL Instagram.
- iii. He also mentioned that he has been working on making a journal of student works relating to the Classics.

VI. State Chair Report– Mr. Matt Davis (9:49)

- a. Mr. Matt Davis gave a huge thank you to everyone who helped with State Convention.
- b. He also reported that he has started getting things ready for National Convention.
- c. He mentioned the CAJCL scholarships for National Convention.

- i. Last year, the Board voted on having 10 scholarships for \$700 each.
- ii. They had 11 people apply. [Names] were awarded the scholarships.
- iii. These recipients will need to send a confirmation of their registration to Ms. Lisa Masoni.
- d. Mr. Matt Davis also showed the two T-shirt designs that won State Convention for the Board to decide on one to be used for National Convention. The first one was from St. Ignatius High School and the second was from Harker Middle. Ingrid Luo led a vote of the officers and The Harker School design received more votes.
- e. Ms. Masoni asked if the T-shirts would be included in the Nationals spirit budget, which is \$1,603 (\$1 from each of \$3 registration fee goes towards spirit at Nationals). Mr. Matt Davis confirmed that they are included with spirit.
- f. Mr. Matt Davis also encouraged everyone to attend National Convention.

VII. Certamen Report – Dr. Brian Briggs (9:58)

- a. Dr. Brian Briggs reported that certamen went well at CARCER and State Convention.
 - i. He said that about 24 schools were at CARCER, which was comparable to the pre-Covid turnout of around 26.
 - ii. He noted that the winners seemed to be spread out among different schools which was nice to see.
- b. Dr. Brian Briggs stated that he will send out an email regarding repairing certamen machines which NJCL has a program for.
- c. Ms. Dobbie Vasquez also reported about open certamen and whether they should continue with it.
 - i. She noted that 48 people signed up and 51 students ended up competing in open certamen at State Convention which she thought was enough to warrant continuing it for at least another year.
 - ii. She asked whether we should continue with the various classical Kahoots now that we are back to in-person Conventions. Ingrid Luo brought up that Kahoots would most likely not be a conflict with open certamen because they are quite different. She suggested that we could consider cutting down on the number of Kahoots.
 - iii. Ms. Dobbie Vasquez stated that overall open certamen ran smoothly and that feedback on the questions for each level was positive.

VIII. Awards – Mr. Fredrick Muth (10:03)

- a. Mr. Fredrick Muth gave an update on academic testing at State Convention.
 - i. He said that the scantrons worked well and that having it all done in one testing session was nice.
 - ii. He noted that they had all the tests graded by Friday night and then worked on the awards the following day.
- b. Mr. Frederick Muth also said that over the summer he will be looking into using a different software from FileMaker Pro for sometime in the future. He also said that he was very impressed with the expertise that Mr. John Altieri has brought to FileMaker Pro.
- c. Ms. Dobbie Vasquez reminded us that in a little more than 24 hours we give out as many awards as at nationals AND we have names and schools on all the awards.

IX. SCL Report – Mr. Jon Gumz (10:06)

- a. Mr. Jon Gumz gave an overview of what SCL does for the new officers. He stated that

the SCLers are here and happy to help in whatever way the JCL needs. He also encouraged any graduating seniors to join.

- b. Ms. Katrina Watson also encouraged people to join and reported on some ideas they had from State Convention, including making That's Entertainment! closed auditions. She noted that they had about 14 SCLers attend State Convention but that they expect more in the future as we all become more accustomed to in-person events.
- c. Ms. Dobbie Vasquez asked what their membership numbers were currently. Mr. Jon Gumz replied that they had around 75-100 members on the roll but under 20 members who are actually active. He clarified that primary members can hold office and vote (4 years post-high school), secondary members can only vote (5-8 years post-high school), and tertiary members can neither hold office nor vote (9+ years post-high school).
- d. Ms. Dobbie Vasquez also noted that SCL will not have to worry about swimming and tennis for State Convention next year since they have people for that already.
- e. Dr. Brian Briggs asked about how graduating seniors should go about getting involved and suggested a flier. Mr. Jon Gumz said that he could work on making that, but that anyone interested could reach out by Instagram or email in the meantime. He also added that people generally register for SCL at State Convention.

X. CAJCL Scholarship Report – Ms. Marisa Alimento (10:15)

- a. Ms. Marisa Alimento gave the scholarship report.
 - i. The scholarship fund received \$20,000.00 from the General Fund.
 - ii. She reported that she is still waiting on a donation of \$500.00 from Crossroads School for SCRAM. Crossroads is still awaiting University High School's payment of \$630.00.
 - iii. This year they received only two candidates for the scholarship, both of which were awarded. Ms. Marisa Alimento asked how we should go about getting more applicants.
 - iv. Ms. Marisa Alimento brought up that she was still coordinating with Tomas Fuchs-Lynch, a scholarship recipient in the 2022 cohort, who will need to be paid his \$2,000.00 as soon as he sends his proof of his Latin or Greek language classes completed..
 - v. The current running balance ending April 30, 2023 was \$42,487.79.
- b. Mr. Matt Davis also gave a reminder that scholarship recipients should not report their scholarship to their schools since the schools then just deduct that amount from the scholarships the school is offering the student..
- c. Dr. Brian Briggs added that it could just be a slow year and that we should wait and see about next year before deciding if anything needs to be changed.
- d. Ms. Marisa Alimento also brought up that she has not been receiving emails. Patrick Galligan said that he would coordinate with her about adding her to the email list.

XI. Treasurer Report – Ms. Lisa Masoni (10:23)

- a. Ms. Lisa Masoni reported on the memberships for this year.
 - i. There were 1,603 student memberships in 43 chapters.
 - ii. She reported two new schools joined: Pacifica Christian, Santa Monica, and Seven Hills Christian School. Bellarmine College Preparatory also returned after a long hiatus.
 - iii. There were 6 schools that did not renew their membership: BASIS Independent, Silicon Valley; Cathedral Catholic High School; The Gooden School; San Luis

Obispo Classical Academy; University Preparatory, m, k l, m, k, . Redding;, and Viewpoint School.

- b. Ms. Lisa Masoni also brought up some necessary updates that need to be made to the credit card at Signature Bank.
 - i. The Signature card still has Ms. Martha Altieri's name on it, and it needs to be updated to remove any names of former officers. Mr. Matt Davis will need to be added as the new State Chair to replace Ms. Martha Altieri's name.
 - ii. Ingrid Luo led the motion to approve updating the Signature card to remove Ms. Martha Altieri's and all old names and to add Mr. Matt Davis's name. Kieran Chung motioned to approve this request; Trisha Iyer seconded the motion; and the motion passed unanimously.
- c. Ms. Lisa Masoni mentioned that the fiscal year ends on May 1st and that she will send out the [financial statement](#) to the Board.
 - i. The total expenses totalled at \$28,681.84. This includes the \$20,000.00 transferred to the scholarship fund.
 - ii. The total income was \$8,748.78.
 - iii. Excluding the money transferred to the scholarship fund, we came out ahead by \$66.94.
 - iv. The total closing balance was \$21,848.55.

XII. Next Meeting Date (10:29)

- a. Ingrid Luo initially proposed September 16th as the next meeting date. The incoming officers reviewed their calendars and settled on doing a Sunday as opposed to Saturday. They decided on September 10th.
- b. The next meeting will be held virtually on September 10, 2023, at 9:00 a.m.

XIII. Picture/Screenshot for the Scrapbook - Trisha Iyer (10:37): Trisha Iyer took a screenshot of old and new officers for the scrapbook.

XIV. Adjournment – Ingrid Luo (10:37)

- a. Grace Brady moved to adjourn the meeting; Megan Chui seconded the motion; the motion passed unanimously.
- b. The meeting was adjourned at 10:41 a.m.

XV. Officer Breakout Meetings & Sponsor Meeting (10:47)

- a. Mr. Matt Davis asked Keiran Chung to send out the list of new officer emails to adult sponsors and to the Webmaster so that he can coordinate the email transfers.
- b. Outgoing and incoming officers had breakout meetings with each other to discuss the responsibilities of the positions except for the Webmaster and the *Nuntius*. They will have to meet outside of this meeting since officers were missing.
- c. Sponsors also met together.

Respectfully submitted,
Annika Porteous
CAJCL Secretary, 2022-2023