



California Junior Classical League
Executive Board Meeting
Virtually Held
September 10, 2022, 9:00 a.m.
IX • X • MMXXII
a.d. IV Īdūs Septembrēs. MMDCCLXXV A.U.C.



To Do List:

All Board Members will:

- Check their emails regularly.
- Read the minutes and send corrections to secretary@cajcl.org.
- Review the website and email webmaster@cajcl.org with any suggestions they have regarding their office.
- Send any photos from Ludi or SCRAM to historian@cajcl.org.
- Encourage participation in NJCL non-convention contests at their respective chapters.

All Sponsors will:

- Check their email for Mr. Matt Davis to send information about helping write the academic tests.

Mr. Matt Davis will:

- Send Louise Morr NLE sign-ups and Sage Ridge contact.
- Send Tiffany Chang the publication contest rubric.
- Send out any awards from National Convention.
- Take a close look at Notion as a possible platform for the CAJCL Board.

Ms. Lisa Masoni will:

- Will manage the reimbursement requests that were approved during this meeting.

Dr. Brian Briggs will:

- Send Louise Morr his list of pre-Covid CAJCL chapters.
- Make preparations and determine the certamen machines needed for Carcer.

Ms. Katie Robinson will:

- Look into new ways to bolster the scholarship fund.

Ms. Dobbie Vasquez will:

- Work with Annika Porteous on looking into using Notion with the State Board.

Ms. Sofia Abolfathi will:

- Work with Northern and Southern Representatives to find ways to help with Ludi and SCRAM.

Ingrid Luo will:

- Continue working on the service project for Ludi and SCRAM.
- Review the NJCL club of the month contest rubrics.

Grace Brady will:

- Continue to make preparations for Ludi and send out the flier and registration materials.
- Send out chapter attendance lists once schools register for Ludi.
- Coordinate with SCL about Olympika.
- Continue to coordinate with Southern Representatives about certamen and academic testing materials.
- Send the Ludi information to Patrick Galligan to publish on the website.

Natalie Storm and Fiona Yi will:

- Send the secretary contact information for the Board Contact Sheet (awaiting Fiona Yi and sponsor Ms. Marisa Alimento).
- Continue to make preparations for SCRAM and send out the flier and registration materials.

- Continue to coordinate with Southern Representatives about certamen and academic testing materials.
- Send out the email for chapter attendance lists once schools register for SCRAM.

Megan Chui and Jessica Milmo will:

- Continue to make preparations for State Convention, taking into account suggestions brought up during the state board meeting.

Louise Morr will:

- Work on recruiting new chapters and members at large as well as schools that did not renew their registration.
- Consider sending out packets to help new chapters register.
- Email sponsors to reach out to nearby schools that might be interested in joining.
- Reach out to schools in Nevada and cross-reference NLE sign-ups.

Kieran Chung will:

- Continue to develop Constitution and By-law proposals, taking into account feedback from this meeting.
- Review the NJCL constitution contest rubrics.

Annika Porteous will:

- Complete the minutes, send them to her mentor, and send them out when completed to the Board and the Committee.
- Finish updating the Board Contact Sheet once the other submissions are in.
- Continue looking into the implementation of Notion with her mentor.

Trisha Iyer will:

- Take photos at Ludi and continue working on the scrapbook.
- Send photos to Tiffany Chang for the *Nuntius*.
- Send out an email with information about how to submit material for contests.
- Review the NJCL scrapbook contest rubrics.

Tiffany Chang will:

- Send out a form to gather officer introductions for the *Nuntius*.
- Continue to design and prepare the *Nuntius* for publication.
- Review the NJCL publication contest rubrics.

Patrick Galligan will:

- Update the photos to more current content on the website.
- Go through Mr. Kyle Smith-Laird's compiled suggested changes for the website.
- Add Ludi and SCRAM information to the website once Grace Brady and Natalie Storm and Fiona Yi send it to him.
- Add Rupert Chen to the email list.
- Review the NJCL website contest rubrics.

Important Upcoming Dates:

October 22, 2022: Ludi Octobres at Saint Ignatius High School

October 29, 2022: SCRAM at Crossroads High School

January 7, 2023: Next Virtual Meeting

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

March 3 -April 1, 2023: State Convention at Miramonte High School

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

In Attendance:

2022-2023 Officers

1. Ingrid Luo (Sage Hill School) – 2nd Vice President
2. Grace Brady (St. Ignatius College Preparatory) – Northern Representative
3. Natalie Storm (Crossroads School) - Southern Representative

4. Megan Chui (Miramonte High School) – Convention Co-President
5. Jessica Milmo (Miramonte High School) – Convention Co-President
6. Louise Morr (St. Francis High School) – 1st Vice President
7. Kieran Chung (Harvard-Westlake School) – Parliamentarian
8. Annika Porteous (Menlo School) – Secretary
9. Trisha Iyer (Harker School) – Historian
10. Tiffany Chang (Harker School) – *Nuntius* Editor
11. Patrick Galligan (Menlo School) – Webmaster

Adults

12. Mr. Matt Davis – State Chair, 2nd VP Mentor, Miramonte Sponsor
13. Dr. Brian Briggs – Certamen Chair, St. Francis Sponsor
14. Mr. Jon Gumz – CASCL Advisor
15. Ms. Grace Curcio – Webmaster Mentor, St. Ignatius Preparatory Sponsor
16. Ms. Dobbie Vasquez – Open Certamen Chair, Secretary Mentor, Menlo School Sponsor
17. Mr. Kyle Smith-Laird – State Co-Chair, Parliamentarian Mentor, The Willows School Sponsor
18. Ms. Jen Jordt - Creative Arts Chair, Historian Mentor, Menlo School Sponsor
19. Ms. Katie Robinson – Scholarships Chair
20. Ms. Sofia Abolfathi – *Nuntius* Mentor, 2021-2022 CASCL President
21. Dr. Jeffrey Feland - 1st VP Mentor, Sage Hill Sponsor

in absentia:

1. Fiona Yi (Crossroads School) - Southern Representative
2. Mr. Scott Paterson – Academics Chair, Harker Upper School Sponsor
3. Ms. Lisa Masoni – Treasurer, Graphic Arts Chair, Harker Middle School Sponsor
4. Mr. Kevin Corrigan – CASCL Vice-President
5. Ms. Marisa Alimento – Crossroads MS Sponsor
6. Ms. Sydney Higa – Media Chair
7. Mr. Frederick Muth -Technology Committee Head
8. Ms. Mercedes Barletta - Harvard-Westlake School Sponsor
9. Ms. Maria Luisa De Seta - Menlo Atherton High School

I. Call to Order – Ingrid Luo (9:07)

- a. Ingrid Luo opened the meeting at 9:07.

II. Minutes from May 14 Meeting – Annika Porteous (9:07)

- a. Annika Porteous gave an overview of the minutes from the previous Board meeting, which focused on state convention and introducing the new officers.
- b. There was a discussion about requiring regional events to donate half of their profits to the CAJCL scholarship fund. Mr. Kyle Smith-Laird explained that donating 50% of profits to the CAJCL general fund is specifically cited in the constitution for the host school of State Convention, but not for *Ludi* and SCRAM. Traditionally, *Ludi* and SCRAM have made donations to the scholarship fund, and \$1 of every student membership fee goes to the scholarship fund as well. No final decision was made.
- c. Ingrid Luo moved to approve the minutes; Kieran Chung seconded. The motion passed unanimously.

III. Reimbursement Requests – Ms. Lisa Masoni (9:22)

- a. Ms. Lisa Masoni was absent so Mr. Kyle Smith-Laird gave the reimbursement requests on her behalf.
- b. There were a couple of requests that needed to be approved.
 - i. For Mr. Matt Davis, there was a request for \$2072.09 for National Convention costs (\$757.89 for T-shirts, \$719.20 for flights for State Chair and \$595.00 for registration of State Chair).

- ii. For Ms. Martha Altieri there was a request for \$319.20 for FMP Hosting for 8 months (February-September 2022).
- iii. For, Ingrid Luo, there was a request for \$1105.47 for National Convention costs (\$510.47 for spirit materials and \$595.00 for 2nd VP registration)
- c. Trisha Iyer moved to approve the reimbursement requests, and Jessica Milmo seconded. The motion was approved.

IV. 2022 Convention Final Financial Report - Dr. Brian Briggs (9:25)

- a. Louise Morr gave the financial report of the 2022 State Convention for Dr. Brian Briggs.
 - i. The total income was \$11,544.48 and the expenses were \$4,616.48.
 - ii. The profit was \$6,928.00, of which \$3464.00 went to the CAJCL treasury, \$1000.00 went to the CAJCL Scholarship Fund, and \$2466.00 went to the St. Francis Scholarship Fund
- b. Mr. Matt Davis gave a big thank-you to St. Francis School for hosting State Convention.

V. Officer Reports

a. Patrick Galligan (Menlo School) – Webmaster (9:29)

- i. Patrick Galligan’s webmaster report was moved up in the agenda because of a conflict he had later in the morning.
- ii. He reported that he had transferred the board emails and was communicating with the SCL on updating their website.
- iii. He has updated the board profiles on the website, posted the *Nuntius* and the 2021-2022 scrapbook, and added the scholarship information.
- iv. Mr. Matt Davis mentioned that he also will need to update the photos on the website as many of them are quite old.
- v. Dr. Brian Briggs brought up that this year’s theme needs to be updated on the website as well, but that has been done already.
- vi. Mr. Kyle Smith-Laird said that he has sent out an email to Patrick on stuff to add and that he will compile the various changes that need to be made to the website. He also suggested that each officer should go through the website and see what needs to be added or changed in regards to their position.

b. Ingrid Luo (Sage Hill School) – 2nd Vice President (9:33)

- i. Ingrid Luo reported on National Convention.
 - a) She stated that 33 CAJCL members attended, 26 of which were students.
 - b) We did not win in Spirit or Roll Call, but overall, we still had great spirit.
 - c) California won 7 state awards and placed 1st for the website. There were also 8 school awards won by Menlo High School and Miramonte.
- ii. She mentioned that she has been working on organizing a service project for Ludi and SCRAM.
 - a) They plan to send out notices a week or two before the regional conventions, asking chapters to host mini drives and then bring any donations collected to the convention.
 - b) During the service hour at Ludi and SCRAM, donations brought in from the various chapter drives will be collected and packaged for delivery. Cards will also be made to be sent along with donation packages.
 - c) For Ludi, the donations will be sent to St. Anne’s in San Francisco. Ingrid said she still needs to coordinate with the Southern Representatives for finding a donation center for SCRAM.

- iii. Ingrid Luo also reported that she wrote up the agenda and prepared for the state board meeting.
- c. **Grace Brady (St. Ignatius College Preparatory) – Northern Representative (9:36)**
 - i. Grace Brady reported on Ludi.
 - a) She showed us the flier that she will be sending out along with registration materials soon for Ludi.
 - b) The cost of registration will be \$30 a person and the deadline is October 7, 2022.
 - c) She also shared the cover letter with information and the activity descriptions, including impromptu arts, chalk drawings, and olympika.
 - (1) There will be letter writing for the elderly at St. Anne’s in San Francisco as a service project.
 - (2) There will also be academic contests and certamen as always.
 - d) She shared with us their tentative schedule as well.
 - ii. She asked for some clarification regarding Ludi registration and how she should have people register.
 - a) Mr. Matt Davis clarified that, once the registration link is opened, she would receive an email confirming each school’s registration. She will then send out the registration spreadsheet to those schools
 - b) Then each school will fill out the spreadsheet.
 - c) She also reported on a couple minor changes they will be making to the waiver, which will be collected digitally.
 - (1) They added a section regarding Covid safety procedures and requiring everyone to test negative within 24 hours of the event.
 - (2) She discussed that she and her mentor had agreed that the wording wasn’t super important because it was more about keeping people from suing than actually being held up in court.
 - iii. Grace Brady reported that she has been coordinating with the southern representatives about sharing resources in regards to certamen and academic testing and that they plan on reusing some materials from previous Ludis and SCRAMs to make things easier.
 - iv. They are working on organizing Olympika which will be overseen by SCL.
 - v. She also brought up some questions she had regarding the usage of social media at Ludi.
 - a) She wants to use a Ludi instagram to help promote the event and they wanted to run a Tik Tok Challenge throughout the convention.
 - b) Mr. Kyle Smith-Laird said this might create some conflict as some students are not allowed to bring cell phones to the event.
 - c) He also said that he thought it was alright as long as a waiver included the right to use student’s images which Grace Brady confirmed.
 - d) Trisha Iyer said she supported the idea of using social media at Ludi and suggested that they could tag the CAJCL instagram and start a Ludi hashtag to bring it all together. She said that she will be in contact with Grace Brady about coordinating this and possibly setting up some sort of takeover on the CAJCL account.
 - e) Dr. Brian Briggs mentioned another possible concern with using social media as some middle schoolers may not be allowed to use such

platforms.

- (1) Ms. Dobbie Vasquez suggested that they could put out some iPad for students to use as they have done in the past.
 - (2) Grace also said that they could just use video recordings instead of Tik Tok.
 - (3) Ms. Grace Curcio suggested that older students could reach out to younger students and include them in these social media challenges.
- vi. Ms. Dobbie Vasquez asked about academic testing and certamen to clarify if they were writing all the tests themselves or dividing up tests with SCRAM.
- a) Grace Brady said they are writing their own but still collaborating with the Southern Representatives on questions.
 - b) Ms. Grace Curcio clarified that they would be reusing stuff from previous Ludis and SCRAMs to write the academic tests.
- vii. Grace Brady said that she will be sending out the Ludi info to Patrick for him to put on the website in the coming week.
- viii. Mr. Kyle Smith-Laird asked about the \$30 cost and as to why it was so high.
- a) Grace Brady and Ms. Grace Curcio responded that they had communicated with the Southern Representatives and that they had said they were planning a similar price (\$29). They discussed their concerns regarding inflation and the uncertainty of how many people would be coming, causing them to need this sort of safety net.
 - b) Ms. Grace Curcio mentioned how printing costs have really increased at her school and how that has made it much more difficult and expensive for them to run Ludi.
 - (1) Ms. Dobbie Vasquez volunteered to print out the tests because there are no printing restrictions at Menlo School. Ms. Grace Curcio said she would send out the tests to her so that she can print them.
 - (2) Ms. Katie Robinson also clarified that, before Covid, Ludi and SCRAM costs were around 25 dollars and that this wasn't an unreasonable increase.
 - (3) Ms. Grace Curcio mentioned her concerns about Ludi and how its been really hard for them to estimate numbers with the variability of attendance due to Covid.
 - (4) Mr. Matt Davis assured her that if they get in the hole for something, CAJCL has funds and they will have it sorted out.
- ix. Dr. Brian Briggs asked when they planned to open Ludi registration. Grace said that they were going to this Monday. Dr. Brian Briggs suggested that they send out an email to tell people when registration has opened including the link for the CAJCL registration page..
- x. As of now, Ludi is scheduled to be from 9:30 am to 4:30 pm.

d. Natalie Storm and Fiona Yi (Crossroads School) - Southern Representatives (10:01)

- i. Natalie Storm reported that they are very excited to host SCRAM.
 - a) They will be sending out a welcome letter with all the necessary information soon. Natalie stated that they are working on setting up registration which they will also send out shortly.

- b) They are currently looking for student leaders at their school to oversee the activities
 - c) Their planned community service project is to collect toiletries and send out packages for people in need.
 - d) They have also been in communication with the Northern Representative about sharing certamen resources.
 - ii. Mr. Matt Davis asked about how their schedule was looking.
 - a) Natalie Storm screen-shared the agenda and described some of the fun activities they were planning including water balloon battleship, Daedalus' Escape from the Labyrinth, Omni-oke, Smash Tournament, Solum Saltate, and *Fuge Pilam*.
 - b) For food, she said that they are doing Earl's Grill and will most likely not be serving breakfast. However, they will have a snack bar.
 - iii. They plan to start around 8:30 am and end around 3:00 or 4:00 pm. Ingrid Luo suggested possibly pushing it back to 9:00 am because some people may need to drive from farther away.
 - iv. Ms. Katie Robinson mentioned she said that they are all set for the catapult STEM contest for at least 20 contestants/schools.
- e. **Megan Chui and Jessica Milmoie (Miramonte High School) – Convention Presidents (10:08)**
 - i. Jessica Milmoie screen-shared the draft of their State Convention schedule, including registration times, activities, and the community service project.
 - a) There will not be Testing Session 0 but they will have Testing Sessions 1 and 2 where students can take up to 3 academic tests.
 - b) Fellowship will be optional by school.
 - c) They asked about whether they will be doing spirit, and Mr. Matt Davis confirmed that they would be.
 - d) They also suggested having a National Conventional reunion.
 - ii. Dr. Brian Briggs gave some suggestions about the chariot procession and how it might not be worth it from experience in the past.
 - iii. Ms. Sofia Abolfathi asked whether they could have a room dedicated for SCL so they can have a central hub for meetings and events, which the Convention Presidents noted down.
 - iv. Mr. Matt Davis wanted to check in with everyone about what they thought about the start times for convention. Ms. Grace Curcio said that her only suggestion was regarding the World Series of Certamen which wasn't scheduled to start till 10:30 pm. She felt that this was kind of late. The Convention Presidents noted this down to see if they could move it earlier.
 - v. Mr. Kyle Smith-Laird asked if they could share the schedule with him so he could make sure there would be something for everyone at all times.
 - vi. Dr. Brian Briggs wanted them to make sure that the schedule set aside enough time to comply with the required sleeping hours for bus drivers, especially keeping in mind that hotels are a bit of a farther drive from Miramonte School.
 - vii. Mr. Matt Davis stressed how school fellowship was optional and that many schools could just do it during the bus ride back to the hotel.
 - a) He also noted that they will work on trying to have programming end earlier on Friday night.

- b) He mentioned that they will have swimming this year.
- viii. Dr. Brian Briggs asked whether they were planning to use Sched, suggesting that it may not be worth the cost for a live convention.
 - a) They said they would discuss it as a possibility but that they had not originally planned on using Shed.
 - b) Dr. Brian Briggs mentioned that most scheduling and updating can be done more easily and less expensively through the blue books.
- ix. Megan Chui shared her screen to show the convention committee duties.
 - a) They plan to have 14 committees.
 - b) They had already hosted an info session and had them fill out a form to mark down which committees they would like to lead.
 - (1) They will go through responses and assign people to committees.
 - (2) Each committee will still have help from volunteers as well but this way they can help make sure that everyone stays on top of their assigned responsibilities.
 - c) Dr. Brian Briggs wanted a couple of students to be assigned to help out with certamen, and Megan Chui showed that they already have a committee dedicated to helping with certamen and another committee for managing facilities. Mrs. Vasquez asked to have 1-2 Miramonte kids for open certamen to set up and collect boards and help with scoring.
- x. Megan Chui and Jessica Milmoie said they would have a more detailed plan for the next meeting about their plans for State Convention.
- xi. Dr. Brian Briggs said a big thank you to Miramonte for hosting us all back in person.

f. Louise Morr (St. Francis High School) – 1st Vice President (10:25)

- i. Louise Morr reported that she emailed Ms. Lisa Masoni and found that there are 3 chapters that did not renew from last year, when we had 41 chapters and 15 members at large.
- ii. She said that she plans to work on outreach and helping to recruit chapters that have fallen off. She will also reach out to members-at-large at schools that are losing their Latin programs.
- iii. Dr. Brian Briggs mentioned he has a list of pre-Covid chapters that he can pass on to her. He also suggested reaching out to chapters before Ludi and SCRAM to help encourage attendance at these regional events.
- iv. Ms. Grace Curcio mentioned that she wanted to find a way for students at schools losing their Latin programs to have a sponsor from a different school.
 - a) Mr. Matt Davis said they can have an outside-school sponsor. A parent chaperone is a better alternative, especially for state convention. For registering as a chapter, they have to have an adult who is a member of ACL.
- v. Ms. Sofia Abolfathi suggested sending out packets to help new chapters register as they had done in the past to make it easier for them. Louise Morr said that she will work on this, but that she will need some help from other board members.
- vi. Dr. Brian Briggs recommended that she email sponsors to see if they have schools nearby that they can reach out to to see if they might be interested.
- vii. Mr. Matt Davis mentioned that she might be able to use NLE sign-ups as a way to cross-reference and find more people to join JCL. He also suggested reaching

out to the schools in Nevada, and he said that he would send Louise Morr the Sage Ridge contact. Ms. Masoni has those contacts as well.

g. Kieran Chung (Harvard-Westlake School) – Parliamentarian (10:33)

- i. Kieran Chung reported that he had gone through the Constitution and By-laws with Mr. Smith-Laird and presented a slideshow of possible amendments and changes he would like to make.
 - a) First, they would like to make some capitalization changes in regards to the word “classics” which is currently inconsistently capitalized. After reviewing the Merriam-Webster guidelines, he decided to uncapitalize “classical” and “classics” unless being used in organization names, like the Junior Classical League or the American Classical League, or in addressing the field of Classical Studies. This does NOT require an amendment.
 - b) He also proposed some changes for the By-laws.
 - (1) In terms of formatting, he wanted to update the titling of articles and sections to match that of the Constitution.
 - (2) He proposed amending Article 1, Subsection E that discusses transportation to remove the section regarding ground transportation for board meetings since they have been virtual for the past couple of years. Ms. Dobbie Vasquez brought up that board meetings might be held in-person again in the future, so they decided to keep this section in for now.
 - (3) For the state of emergency section of Article 2, Subsection C, he proposed a change in wording to condense it and make it more clear. This also does not need an amendment.
 - c) He had some suggestions for the Constitution as well.
 - (1) For the Preamble, he wanted to add some minor wording changes so that it would better mirror the wording of the Preamble of the U.S. Constitution and read smoother. Mr. Kyle Smith-Laird supported the idea of adding the “in scholarship of the classics” because it highlights a sense of purpose but he also mentioned that it might not emphasize the shared joy enough.
 - (2) For the succession of officers in Article VI, Section 2A.4, he suggested adding a clarification about members not being able to succeed any positions just held by a member of their chapter (including themselves).
 - (3) For Article VI, Section 3E regarding voting delegates, Kieran Chung suggested a new formatting and change of wording to make it easier to read and more clearly understandable.
 - (4) Lastly in Article VI, Section 3F on election procedure, he suggested some wording changes for more clarification and a more condensed format of responsibilities. Mr. Kyle Smith-Laird asked about cases in which there is only one member in chapter, and Kieran Chung responded that he would make an update to address that.
- ii. Next, Kieran Chung asked if someone wanted to run the CAJCL office presentation at Ludi in Northern California, since Kieran will be doing it in

Southern California for SCRAM. Louise Morr was nominated, and she said that she would do it.

- iii. Ingrid Luo asked whether we needed to have a motion to approve these proposed amendments. Mr. Kyle Smith-Laird clarified that at the next meeting they will give a formal proposal and the board will vote on them then.
- iv. Ms. Dobbie Vasquez asked Kieran to send out the slideshow so the board members could review it. It is [linked here](#).

h. Annika Porteous (Menlo School) – Secretary (10:44)

- i. Annika Porteous reported that she sent out the minutes from the previous board meeting and made necessary edits.
- ii. She received the CAJCL secretary email transfer, and then she updated the letterhead and sent it out to the board for corrections.
- iii. Annika made a google form for the board to enter in their contact information for the Board Contact Sheet. She is missing information only from Fiona Yi and her sponsor Ms. Marisa Alimento.
- iv. She reported that she attended National Convention virtually, but that there wasn't much offered online. She did take academic tests online.
- v. Lastly, she brought up her suggestion of implementing a platform called Notion that she has been working on. She shared her screen and discussed the way the platform worked and how it could be integrated with the board.
 - a) She mentioned that there is a 1,000 page limit on the current free team trial that she is on, but upgrading would cost \$8 per person per month.
 - b) Mr. Matt Davis mentioned that we could possibly find a way to set up a plan with Notion that might be less expensive given that we are a nonprofit.
 - c) Ms. Dobbie Vasquez supported the idea and said that it could be very helpful in keeping track of assignments and staying up to date on board tasks. It would also reduce the time spent looking for emails from board members.
 - d) Annika Porteous said that she will continue to look into a way to get a plan that would not be as expensive and continue to find a way to integrate this platform.
 - e) She put the invite link in the Zoom chat ([linked here](#)).

i. Trisha Iyer (The Harker School) – Historian (11:03)

- i. Trisha Iyer reported she attended National Convention and that she was able to take a lot of photos. She thanked Mr. Matt Davis and others for sending her photos as well.
- ii. She stated that she wrote an article for the *Nuntius* encouraging scrapbook submissions and that she has begun working on the National Convention pages of the scrapbook.
- iii. She created a Google form to get introductions from all the officers and she said that she now has everyone's responses.
- iv. She discussed the NJCL theme and how she plans to incorporate that into the scrapbook. She detailed her month-by-month plan and the overarching theme she wanted to use of *nostos* or homecoming, culminating with State Convention.
- v. She said that she will attend Ludi and take photos, but that she will need people

from Southern California to take and email her photos from SCRAM, especially student life photos.

j. Tiffany Chang (The Harker School) – *Nuntius* Editor (11:06)

- i. Tiffany Chang reported she attended the National Convention virtually and that she has been working on designing the *Nuntius*.
 - a) She has made templates, and she needs some photos from Trisha Iyer.
 - b) She also mentioned that she is hoping to add more interactive links in the *Nuntius*.
 - c) She also said that she will be sending out a form to the board soon to get officer introductions for the *Nuntius*.
- ii. Tiffany Chang asked Mr. Matt Davis if there was a publication's rubric, similar to the website rubric he had mentioned for Patrick
 - a) Mr. Matt Davis said that there should be one on the NJCL website under non-convention contests.
 - b) He also mentioned that he will get her in communication with previous *nuntius* editor, Kayla Davis.
- iii. She asked if someone could send her the current CAJCL logo. Annika Porteous said she would do that.

k. Rupert Chen (The Harker School) - NJCL 1st Vice President (11:09)

- i. Rupert Chen was not present. Ingrid Luo mentioned that he may not be on the communication email list which Mr. Matt Davis confirmed.
 - a) He will need to be added which will be the job of the webmaster Patrick Galligan.
 - b) In the meantime, he will need to be cc-ed on board communications.

VI. State Chair Report – Mr. Matt Davis (11:10)

- a. Mr. Matt Davis reported about National Convention.
 - i. He said that it was a lot of fun and thanked everyone for coming.
 - ii. He promised to send out the list of all the awards which will need to be put in the *Nuntius* and scrapbook
- b. From the officers, he gauged what level of involvement their school chapters have including websites, publications, activities, social media, etc by having them raise their hands for each category.
 - i. He then encouraged them to enter these chapter activities in contests at the national level.
 - ii. He shared his screen to show the NJCL non-convention contests that officers should encourage their clubs to get involved in, including club of the month (which is often focused around service), the local constitution contest, the creative writing contest, photo of the month, the promotional video contest, the publications contest, the social media contest, and the website contest. He emphasized that this is a great way for chapters to get more involved on the national level.
 - iii. Mr. Matt Davis mentioned the CAJCL contests as well, including the publicity contest, the meme contest, and photo of the month.
 - a) He suggested adding a club constitution contest as well which chapters could earn points at state convention from.

- b) Trisha Iyer also suggested some sort of Roman Holidays contest.
- iv. He emphasized that it is really the responsibility of board members to encourage this involvement.
- v. Dr. Brian Briggs asked Trisha Iyer to send out an email with information about where to enter submissions for contests.
 - a) She said she would email the webmaster Patrick Galligan about updating these links to Google forms on the website so that submissions will be sent to her.
 - b) She said that she will submit for the national contests as she is on a national historian group chat where she has access to entering these submissions.

VII. Certamen Report – Dr. Brian Briggs (11:20)

- a. Dr. Brian Briggs reported that all the dates and location are set on the website for convention and Carcer.
- b. He wanted to confirm about Carcer being all set for Miramonte which Mr. Matt Davis confirmed.
 - i. It will be held on February 25 (5 weeks before convention) at Miramonte in the north and Loyola High School in the south, and it will go from 10:00 am to 1:00 pm in person.
 - ii. The semifinals and finals will be held at State Convention.
- c. Dr. Brian Briggs brought up a couple of concerns and changes regarding the return of in-person certamen.
 - i. He stated that he still wanted to let schools have two teams at each level.
 - ii. In terms of challenges, he mentioned the difficulty of filling out brackets and making sure they have enough readers and machines.
 - a) He is not yet sure whether there will be a machine shortage because there is currently no longer a vendor of the machines.
 - b) There are some alternatives if the machines don't work out.
 - iii. Ms. Sofia Abolfathi mentioned she has a 16-player buzzer and asked if he knew how many machines we have.
 - a) Dr. Brian Briggs said he wasn't sure how many there are or how many are still working but that he can check with the 2019 records. It all depends on what schools have and how many schools end up coming to Carcer.
 - b) Ms. Dobbie Vasquez reported that she was able to have one of hers repaired over this past summer, but Dr. Brian Briggs said that he was still having trouble getting in communication with someone to do repairs. The national Certamen Chair is currently working on addressing this problem.

VIII. SCL Report – Ms. Sofia Abolfathi (11:25)

- a. Ms. Sofia Abolfathi reported that SCL had their first meeting in the south and that it went really well, but she wants to continue working on increasing participation, especially in the north.
- b. She said that SCL wants to help out in any way that they can with SCRAM and Ludi and that they've been reaching out to get in contact with those running the events.
 - i. They are really working on getting more involvement, but they don't know

currently how many they will have for Ludi and SCRAM. Ms. Sofia Abolfathi said she will be in contact with the Southern and Northern Representatives once she knows more.

IX. CAJCL Scholarship Report – Ms. Katie Robinson (11:27)

- a. Ms. Katie Robinson reported that Patrick Galligan has updated the scholarship information of the website.
- b. She gave her [September scholarship report](#).
 - i. She said that 3 scholarships were paid out since May, totalling \$6,000.00.
 - ii. There have been three donations from CJCL membership dues, and event donations from Menlo Atherton and St. Francis which totalled at \$4,332.00.
 - iii. There was another student who had turned in information and transcripts but never sent in an address and contact information, so their scholarship expired unpaid.
 - iv. The current balance is \$19,932.00.
 - v. Next June 2023, two 2020 scholarships will expire (Isabel Arroyo of Marlborough and Sarah Martin of Sage Hill).
 - vi. She mentioned that more people have been claiming their scholarships over the past couple of years and that the balance has dropped markedly over the last 8 years. She made a couple of suggestions about what we could do to avoid zeroing out the account, including:
 - a) finding ways to increase income (different sources other than CAJCL events)
 - b) awarding fewer scholarships so that we have enough money rolling forward.
- c. Mr. Matt Davis said we can either vote now or in January on how many scholarships to award. In the past, 5 scholarships have been offered, with 3 usually being paid out. However, lately, it has been more like 4 or 5 paid out.
 - i. The board decided to wait till January to see if we are able to find other sources of donations.
 - ii. Mr. Matt Davis suggested that we could change the constitution so that donating to the scholarship fund is more of a built in thing.
 - a) He mentioned that we want to look at what profits have actually been lately and what some of the caveats might be.
 - b) Annika Porteous suggested creating a sliding scale or threshold for donating to the scholarship fund depending on how much is made at the regional events, with larger donations for larger Ludi/SCRAM profits.
 - c) Mr. Matt Davis stressed that they need to have something in the Constitution so that they can enforce schools making donations.
- d. Ms. Katie Robinson suggested that we could try to think of other ways to get small donations that could add up over time. She mentioned adding something on the website to increase awareness to alumni, SCLers, etc.
- e. Dr. Brian Briggs also suggested how conventions could make efforts like putting all profits of snack bars to the scholarship fund as some have done in the past.
- f. Mr. Kyle Smith-Laird said we could do something like a coin war and whoever has the least money gets thrown in a dunk tank or something like that as a way to raise money. He volunteered to be dunked.

X. Treasurer Report – Ms. Lisa Masoni (11:37)

- a. Ms. Lisa Masoni was not present and Mr. Kyle Smith laird gave her report.
- b. The [treasurer's report for the fiscal year 2022-2023](#) stated that the total income was \$1,244.97, the total expenses were \$4,387.51, and the total balance was \$38,484.07.

XI. New Business (11:39)

- a. Ingrid Luo asked if there was any new business.
- b. Mr. Matt Davis said that he would be sending out an email to sponsors to get help for writing tests (taking old tests and re-working them). He reminded sponsors to check their emails.

XII. Next Meeting Date (11:40)

- a. Ingrid suggested January 7th, 2023 at 9:00 am as the next meeting date
- b. Ms. Katie Robinson mentioned that that is SCS weekend which might be a conflict for her. She suggested the 14th but then realized that that was MLK weekend so we scrapped that and kept it with January 7th.
- c. The next meeting will be held virtually on January 7, 2022, at 9:00 a.m.

XIII. Picture for the Scrapbook - Trisha Iyer (11:42) Trisha Iyer needed to take a photo of this meeting for the scrapbook. She took a screenshot of the Zoom.

XIV. Adjournment – Ingrid Luo (11:43)

- a. Keiran Chung moved to adjourn the meeting; Grace Brady seconded the motion. The motion passed unanimously.
- b. The meeting was adjourned at 11:43 am.

Respectfully submitted,
Annika Porteous
CAJCL Secretary, 2022-2023