



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

March 26, 2015
Four Points by Sheraton
5115 Hopyard Road
Pleasanton, CA 94588

Minutes – Executive Board Meeting

1. Call to Order – Ross Esfandiari
 - a. Time
 - *The meeting was called to order at 2:10 p.m. by President Ross Esfandiari.*
 - b. Attendees
 - *The following officers were in attendance:*
 - Ross Esfandiari, President*
 - Tom Rodriguez, Vice President*
 - Mike Zell, Secretary/Treasurer*
 - Jim Backman, Director*
 - Dave Chippero, Director*
 - Tim Casey, Director*
 - Mark Hahle, Director*
 - Elizabeth Clarke, Past President*
 - *The following officers were absent:*
 - None*
2. Approval of Minutes
 - a. October 16, 2014
 - *Minutes were approved as submitted.*
3. Financial Report
 - a. Income Statement (*handout*)
 - *Executive Secretary Craig provided a financial report through February 2015. Revenues for the year-to-date are \$11,700.00, with expenses totaling \$711.68, leaving net reserves of \$10,988.32.*
 - b. Balance of Account
 - *The balance of the checking account was \$20,329.35.*
 - c. Audit of 2014 Financial Records
 - *Acting as the Audit Committee, the Executive Board reviewed the 2014 financial records provided by Executive Secretary Craig. All revenues and expenditures were properly identified and recorded. Bank statements were properly reconciled, and all federal and state mandatory filings were completed accurately on and schedule.*
 - d. Status of 2015 Membership Dues
 - *Executive Secretary Craig reported there are still five unpaid members at this time. She will continue to reach out to those firms.*
 - *President Esfandiari led a discussion focused on the loss of Southern California members. Several of the firms that did not renew last year cited the lack of programs in the SoCal area as the main reason they had lost interest. It was noted that none of the meetings staged in the SoCal area were well attended, so it was decided those events were not cost effective for the organization. A suggestion was made that the method of doing business there is very different than in Northern California, due to the use of independent inspectors. While the SoCal firms indicate some interest in topical programs, there is little interest in addressing industry issues and concerns. It was decided to launch a membership campaign, focused on NorCal firms in the beginning. Each Executive Board member was tasked with bringing a guest firm to the April meeting.*



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4. New Business

a. 2016 CCTIA Annual Meeting

- *Subsequent to an extensive discussion for possibilities in Monterey, San Francisco, Napa, Sacramento, and some of the California casinos, it was determined that Las Vegas was the preferred location. Executive Secretary Craig was tasked with researching available venues and costs. The event will follow the World of Concrete, if possible, once again, so tentative dates are February 5 and 6, 2016.*

b. Newsletter

- *The Executive Board members discussed the continuation of publishing some form of a newsletter. It was decided to do it in electronic format only, publishing more frequently to make it more relevant (every month or two). The newsletter will be trimmed down to a single page, and will include appropriate articles from other publications (with permission).*

5. Adjournment

a. Time

- *There being no further business at this time, the meeting was adjourned at 3:08 p.m. by President Esfandiari.*

Respectfully submitted,
Miki Craig
Executive Secretary