

MEMORANDUM

TO: CAC Members

FROM: Linda Beard, Executive Secretary/Board Clerk

DATE: February 27, 2008

SUBJECT: Change to Scheduled Meeting Day

At the last meeting, it was announced that Terry Dressler would not be able to attend CAC meetings since being elected to the California Air Pollution Control Officers Association (CAPCOA) Board. CAPCOA meets on the second Wednesday and Thursday of the month; therefore, conflicting with CAC meetings.

It was decided that the members would be polled to find an alternate meeting day which was most convenient to the majority of the membership. Twenty of the 21 members responded to the survey and the results are as follows:

1st Wednesday of the month – 3
4th Wednesday of the month – 4
Either 1st or 4th – 13

As you can see, the 4th Wednesday of the month was the choice of nearly all the members. In order to change the regular meeting day, the CAC By-laws will have to be revised and approved by the APCD Board of Directors. The By-laws are attached for your review and consideration of revising the meeting day.

Furthermore, in order for the CAC to meet on the 4th Wednesday of April, before the Board has a chance to change the By-laws, the CAC must take an action pursuant to Section 1, Article I to hold a meeting on April 23, 2008.