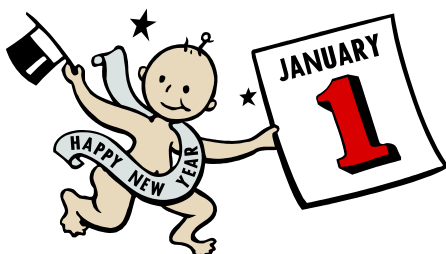




Go to <http://www.eascv.org> to get more information!

Escrow Association of Santa Clara Valley

JANUARY 2012



PRESIDENT'S LETTER

We hope you had a wonderful holiday season with your friends and loved ones.

Now on to another year!! 2011 definitely flew by so 2012 here we come.

Our Board is supercharged this year with new ideas for different topics and speakers for you.

We know how hard you guys work so we have two important goals for 2012 ... Make certain our members get lots of education and have fun while doing so.

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Start off 2012 by coming to the January meeting and getting some personal education on your own finances. Joan Perry will be ready to answer your questions. She was the first woman on Wall Street and she'll have copies of her book available for purchase. January 17th - Make your reservations now!

We are looking forward to seeing you there.

~Marie Barber

~Jason Herrera

Marie Barber and Jason Herrera
2012 EASCV Co-Presidents



Escrow Association of Santa Clara Valley 2012 Calendar of Events

- January 9, 2012** Audit and Budget meeting at 5:30 p.m. @ Old Republic Title Co.
438 North Santa Cruz Avenue, Los Gatos, CA 95030
- January 10, 2012** **Teleconference Board Meeting at 5:30 p.m.**
- January 17, 2012** **General Membership Meeting at 6:00 p.m.**
Three Flames Restaurant, 1547 Meridian Avenue, SJ, CA 95125
- February 3-4, 2012** **CEA Board of Directors Meeting in Southern California**
- February 21, 2012** **Face to Face Board Meeting at 5:30 p.m. @ Fidelity National Title Insurance Co.**
1707 So. Bascom Ave., Campbell, CA 95008
- March 13, 2012** **Teleconference Board Meeting at 5:30 p.m.**
- March 20, 2012** **General Membership Meeting at 6:00 p.m.**
Three Flames Restaurant, 1547 Meridian Avenue, SJ, CA 95125
- April 13-14, 2012** **CEA Board of Directors Meeting in Southern California**
- April 17, 2012** **Face to Face Board Meeting at 5:30 p.m. @ Fidelity National Title Insurance Co.**
1707 So. Bascom Ave., Campbell, CA 95008
- May 08, 2012** **Teleconference Board Meeting at 5:30 p.m.**
- May 15, 2012** **General Membership Meeting at 6:00 p.m.**
Three Flames Restaurant, 1547 Meridian Avenue, SJ, CA 95125
- June 14-16, 2012** **AEA Conference – Las Vegas, NV @ Tuscany Suites & Casino**
Call for hotel reservations - 877-887-2261
- June 19, 2012** **Face to Face Board Meeting at 5:30 p.m. @ Fidelity National Title Insurance Co.**
1707 So. Bascom Ave., Campbell, CA 95008
- July 13-14, 2012** **Nor California Conference @ San Ramon Marriotts Hotel**
2600 Bishop Drive, San Ramon, CA 94583
- July 17, 2012** **Teleconference Board Meeting at 5:30 p.m.**
- August 10-11, 2012** **CEA Board of Directors Meeting in Southern California**
- August 21, 2012** **Face to Face Board Meeting at 5:30 p.m. @ Fidelity National Title Insurance Co.**
1707 So. Bascom Ave., Campbell, CA 95008
- September 11, 2012** **Teleconference Board Meeting at 5:30 p.m.**
- September 18, 2012** **General Membership Meeting at 6:00 p.m.**
Three Flames Restaurant, 1547 Meridian Avenue, SJ, CA 95125
- October 11-13, 2012** **CEA Annual Conference, Hilton, Costa Mesa, CA - hotel reservations (714) 540-7000**
- October 16, 2012** **Face to Face Board Meeting at 5:30 p.m. @ Fidelity National Title Insurance Co.**
1707 So. Bascom Ave., Campbell, CA 95008
- November 6, 2012** **Teleconference Board Meeting at 5:30 p.m.**
- November 9-10, 2012** **CEA Board of Directors Meeting in Southern California**
- November 13, 2012** **General Membership Meeting at 6:00 p.m.**
Three Flames Restaurant, 1547 Meridian Avenue, SJ, CA 95125
- November 30, 2012** **2013 membership dues to CEA Headquarters**
- December, 2012** **Joint Meeting with 2012 and 2013, Board of Officers and Directors**
Time and Date - to be determined
- December 31, 2012** **P. D. 502 forms due to CEA Headquarters**



Escrow Association of Santa Clara Valley

P. O. Box 112096
 Campbell, Ca 95011-2096
www.eascv.org

2012 Officers and Board Members

President	Marie Barber, CSEO and Jason Herrera, CET	marieb@fnf.com jherrera@fnf.com	Office: (408) 626-1100 Office: (408) 626-1111
Secretary	Cherie daRoza	cherie.daroza@fnf.com	Direct: (408) 626-1107
Treasurer	Joette Joseph, CEO, CSEO, CEI	jjoseph@ortc.com	Office: (408) 354-9128
Director	Linda Bentson, CEO, CSEO, CEI	lbentson@ortc.com	Office: (408) 255-5880
Director	Linda R. Murphy, CEO	linda.al@comcast.net	Cell: (408) 203-0820
Director	Lena Signor, CEO, CSEO, CEI	lena@norcalescrow.com	Office: (408) 267-2200 Fax: (408) 267-2100
Director	Nancy Tarr	ntarr@firstam.com	Direct: (408) 451-7820 Cell: (408) 857-8218
Director	Roxanne Uribarri	Roxanne@initialhere.com	Office: (925) 680-1073
Director	Robert VanSteen	robvansteen@yahoo.com teuninck@gmail.com	Cell: (408) 209-3224
2011 Past President	Vickie Sweeney	vsweeney@ortc.com	Office: (408) 255-5880

Thank you to our January 17th Dinner Meeting Sponsors



AND

NOTARY PUBLIC NETWORK

We get it done.

Nationwide Notary Signing and Referral Services

Escrow Association of Santa Clara Valley

JANUARY'S DINNER MEETING

Where: Three Flames Restaurant, 1547 Meridian Avenue, S.J., CA 95125
When: Tuesday January 17th, at 6:00pm

MENU

Flames Special Steak
OR
Saute Chicken Breast
OR
Pasta Primavera

Speaker Joan Perry-- Financial Trainer with Take Charge Financial will be our guest speaker. Joan authored the book *A Girl Needs Cash*. Joan will cover topics such as "Should I borrow from my 401K? How does my FICO score change if I have a Short Sale or Foreclosure? Where should I invest my money right now? What are my Creditor Rights? How long is the Statute of Limitations with unpaid creditors?" And much more....

Joan gained her money management experience by being one of the first women on Wall Street and by starting the first female owned municipal investment banking firm in the country. She says that women will change the world with their financial strength. Come to the meeting to find out HOW!

★\$25.00 for Members and \$30.00 for Non-members★
RSVP's must be sent by 3pm the *FRIDAY BEFORE* the meeting!

Company Name: _____ Phone _____

Company Contact: _____

Member Name of guests	Dinner Choice	Y/N	Designation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please email reservations to lbentson@ortc.com or fax (408) 331-3208.

"PD holders will receive 2 to 2 ½ credits for this dinner meeting & future general membership meetings."

Do you feel Lucky?
Do you feel Lucky?

Happy New Year!

There's a new membership contest for 2012. A drawing at each dinner meeting will benefit a member of \$25.00 cash, if present. If the member is not present, the money will accumulate for a final drawing held at the November 13th, 2012 dinner meeting. You won't want to miss that meeting!

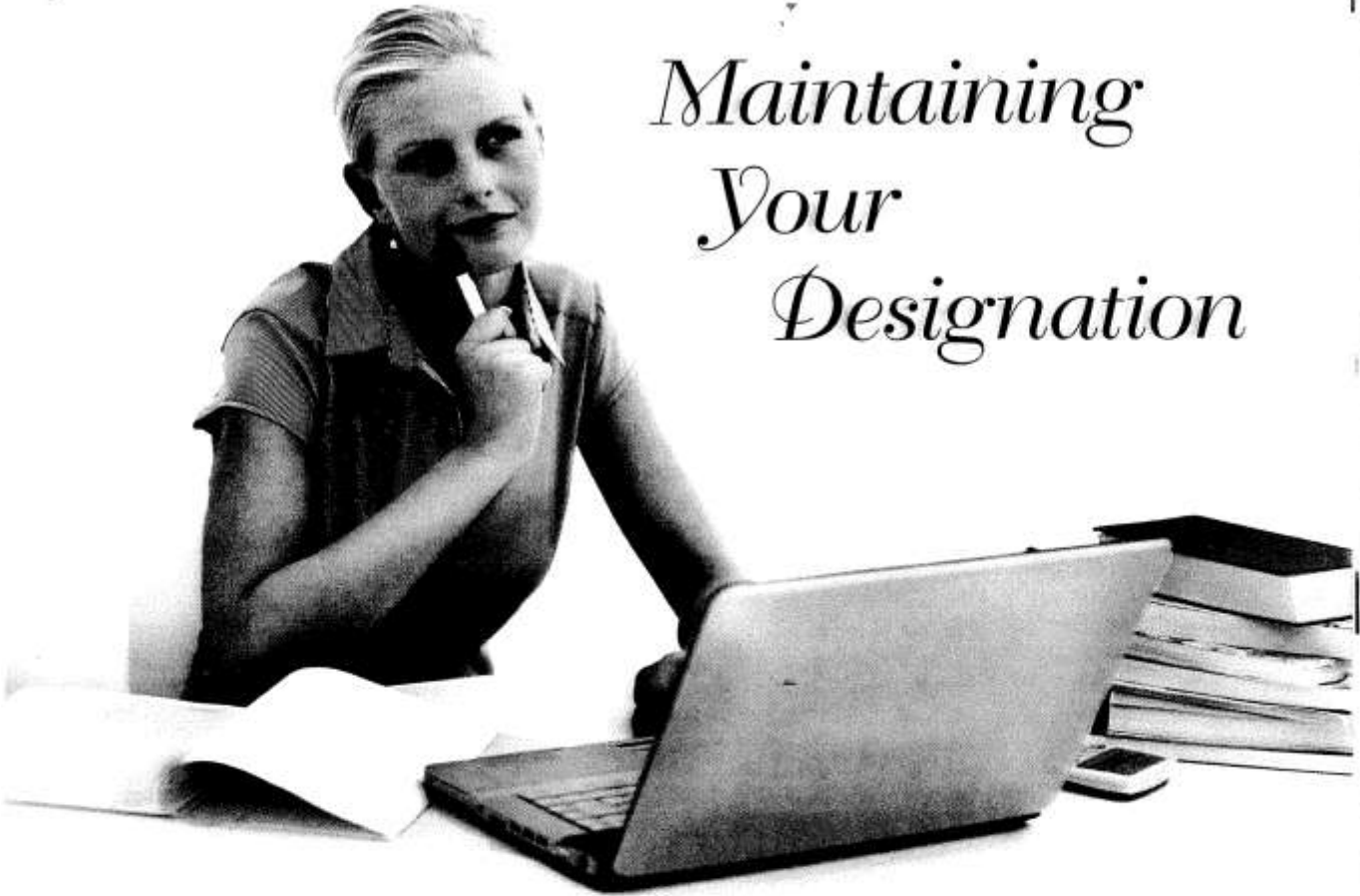
Remember, each and every member of the EASCV was designated to participate with the membership committee and charged with the duty to recruit a new member. Those who do will receive a "special" gift. I'll wash your car, pick up a lunch, or walk your dog, etc. We'll decide on the event to make your day special.

Please help us to become a stronger association. Your voice with the revision of the new HUD statement is desperately needed this year!

Submitted by,
Linda R. Murphy, CEO
Certified Escrow Officer
Membership Chairperson of the
Escrow Association of Santa Clara Valley

Do you feel Lucky?
Do you feel Lucky?

Maintaining Your Designation



Continuing education of escrow professionals is a primary goal of CEA, and it is essential with the rapid changes in technology, techniques and legislation. Members who have received their designation inform their clients, their employees, and those in related industries, of a professional level of education, experience and training. CEA has developed a Continuing Education program for maintenance of the designation to ensure that the knowledge at the time of testing is maintained and enriched throughout the escrow professional's career.

CONTINUING EDUCATION:

Professional Designation certification is maintained by continuous membership with the California Escrow Association and accumulating the required continuing education hours within a cycle. Each year, upon renewal of membership, a renewal letter for the Professional Designation qualification will be sent to the member.

Professional Designations Committee is responsible for determining which

CEA programs are certified for credit and what amount of credit will be given. Regional associations are responsible for determining which dinner meetings, seminars and other functions are to be certified and what amount of credit is to be given. The complete guidelines may be found at: www.caeescrow.org/forms/506-ceu.pdf.

Continuing Education credits can be earned by:

- Attending regional dinner meetings;
- Attending annual CEA, AEA, or Nor-Cal Conferences;
- Attending or teaching (as a speaker) CEA, AEA, Regional and Escrow Institute workshops and/or Seminars or CEA accredited courses. Certified/PD holder instructors may earn double credits.
- Attending CEA and/or AEA Board of Directors meetings as a Director or Officer;
- Taking and passing the CSEO exam;

- Proctoring a PD exam.
- Taking and passing the California notary exam (once per cycle).

CERTIFIED ESCROW INSTRUCTORS:

- Must provide a minimum of three (3) hours of escrow instruction every PD cycle to CEA members (a regional association meeting, a workshop, or a seminar).
- Submit a copy of the flyer to Headquarters the year the class/workshop/seminar was held, together with PD forms.

FILING:

- All members will receive their membership card annually, during the first quarter of the year. This membership card contains the member's name, designations, if any, expiration date, and barcode.
- PD holders must use their membership card to earn PD credits

Continued on page 16

through the electronic scanning process, where utilized.

- All PD holders must use their current year membership card to receive PD credits. The previous year's card will work only through February 28th; however, credits will not be valid if dues have not been renewed by February 1st. After February 28th the old barcode card will not work, nor will credits be given if the old card is used.
- In order to avoid disruption of membership and PD status, all dues must be paid by February 1st of each year. If dues are not paid by February 1st, all rights and privileges, including the ability to maintain PD status and earn credits and the ability to access the Members Only area of the CEA website, will be lost.
- When barcode scanners are used, all PD holders must scan in and scan out for each education session attended (you are allotted a total 10 minute window - if it is late or short on either end, you will NOT receive credit/unit). You will not receive credit if you only scan in and do not scan out and vice versa.

For example, Jane Doe scans in at 8:08 a.m. for an 8:00 a.m. session and then scans out at 8:57 a.m. for the same session that ends at 9:00 a.m. This reflects an eleven minute absence from the session, therefore, the scan is not valid and PD credit will not be issued. Important – this same policy applies for seminars that use only the paper CE tracking form.

- Any PD holder shall immediately report any scanning issue to the appropriate meeting registration desk.
- Continuing Education credits (scanned credits) will be posted in the member's personal profile area, accessible by user id and password, on the CEA website.
- If you are using the 501 form, it MUST be stamped with the current cycle PD stamp (forms stamped with old cycle stamps will NOT be counted).
- 501 forms must be signed by a CEO or a CSEO.

- Do not include a copy of "scanned credits" with your year-end 502 form, but include all original signed and stamped 501 forms with your year-end 502 form.
- Any 502 forms submitted after December 31st must be accompanied by a \$40.00 filing fee for each year in which the forms are late. For example, 502 forms filed in 2010 for credits earned in 2009, will incur a late fee of \$40.00. 502 forms filed in 2011 for credits earned in 2009, will incur a late fee of \$80.00. 502's will be posted by the end of February of each year.
- A 502 form is included on page 28 of this magazine and is also located on the CEA website at www.ceascrow.org/forms/502.pdf.

INACTIVE STATUS:

A PD Holder may request that CEA place their Professional Designation on "Inactive" status due to temporary employment circumstances, medical reasons or a move out of state. Upon written request, the PD Committee shall grant Inactive status to members who were active members/PD holders, but who are no longer engaged

in their profession, either permanently or temporarily. Members may retain their designation for a period of three (3) years on Inactive status. Beyond three (3) years of Inactive status, members must apply for re-examination for their Professional Designation when they become an active member.

Inactive status members retain their Professional Designation by:

- Paying annual association dues for membership (NOTE: Inactive PD holders do not require Inactive membership);
- Accumulating 15 CEU's during the three (3) year Inactive status term.

The above criteria does not preclude the filing of required CEU's (prorated) prior to the date of filing for Inactive status. At the time Active status is requested, the current PD/CE cycle will be prorated and credits will be required accordingly.

RETIRED STATUS:

Members may place their PD on "retired" status and will be exempt from Continuing Education requirements. ☺



EASCV BUDGET FOR NOVEMBER 2011

Category	Nov-11	2011 Disbursed	Annual Budget 2011	Remaining Balance	2010 Disbursed	Annual Budget 2010
Expense						
Marketing/Web Site	\$99.90	\$554.59	\$850.00	\$295.41	\$853.30	\$850.00
AEA Conference			\$500.00	\$500.00	\$500.00	\$500.00
Bank Charges		\$12.00	\$30.00	\$18.00		\$30.00
CEA Directors	\$1,544.59	\$3,835.85	\$3,700.00	-\$135.85	\$2,340.87	\$3,700.00
Dinner Meeting Cost	\$630.00	\$3,423.00	\$3,250.00	-\$173.00	\$1,865.90	\$750.00
Donations						
Personal Donations						
Fundraising Expense						\$250.00
Holiday Turkeys						
Installation Cost/Wine						
Membership Expense		\$210.00	\$0.00	-\$210.00		
Newsletter		\$455.00	\$780.00	\$325.00		\$750.00
Historian					\$332.96	\$250.00
PD/Education costs					\$106.99	\$200.00
PO Box fee		\$96.00	\$125.00	\$29.00	\$96.00	\$125.00
President's Fund						
President's Plaque	\$32.48	\$32.48	\$40.00	\$7.52	\$32.78	\$35.00
Raffle Prizes		\$156.71	\$375.00	\$218.29	\$17.47	\$600.00
CEA raffle		\$50.00	\$150.00	\$100.00	\$150.00	\$150.00
Scholarships						
Speaker Costs/Gifts	\$25.00	\$100.00	\$100.00	\$0.00	\$75.81	\$100.00
Storage Rent		\$466.00	\$500.00	\$34.00	\$456.00	\$500.00
Tax Obligation		\$10.00	\$50.00	\$40.00		\$60.00
Tax Preparation		\$385.00	\$500.00	\$115.00	\$460.00	\$500.00
Escrow Trivia/Bingo						\$100.00
Expense/All Other						
Board Meeting Expense	\$12.00	\$205.82	\$250.00	\$44.18	\$258.21	\$250.00
Total	\$2,343.97	\$9,992.45	\$11,200.00	\$1,207.55	\$7,546.29	\$9,700.00
Income			2011 Budget		2010 Received	2010 Budget
Earned Interest	\$4.04	\$41.35		-\$41.35		
Returned Check Charges						
Dinner Meetings	\$730.00	\$4,490.00	\$4,500.00	\$10.00	\$3,245.00	\$1,800.00
Fundraising					\$105.00	\$200.00
Membership	\$25.00	\$950.00	\$750.00	-\$200.00	\$750.00	\$700.00
Donations/Sponsors	\$250.00	\$2,050.00	\$2,000.00	-\$50.00	\$1,734.65	\$750.00
NorCal	\$1,404.44	\$1,404.44	\$1,300.00	-\$104.44	\$1,283.63	\$800.00
PD/Education					\$198.50	\$300.00
Raffle	\$265.00	\$1,225.00	\$1,200.00	-\$25.00	\$1,061.00	\$800.00
Investment CD Withdrawal			\$1,450.00	\$1,450.00		\$4,350.00
Personal Donations						
Total	\$2,677.44	\$10,160.79	\$11,200.00	\$1,039.21	\$8,377.78	\$9,700.00



Escrow Association of Santa Clara Valley Minutes of the November, 2011 Board Meeting

Dated: November 8th, 2011

Called to Order: 5:41 pm by Director, Jason Herrera

Held by teleconference.

Attendance: Jason Herrera, Linda R. Murphy, Joette Joseph, Marie Barber, Linda Benton, Jackye Chai, and Anita Rubeck.

Absent: Vickie Sweeney, Lena Signor and Philippe C. Doren.

Guest: Gale Hale and Pam Jackson.

Approval of Minutes: Motion to approve October 18th, 2011 minutes made by Linda Bentson, seconded by Joette Joseph. Motion carried or as amended.

Treasurer's Report: A motion to approve September and October, 2011 Reports was made by Jackye Chai, seconded by Anita Rubeck. Motion carried or as amended.

Bills to submit:

\$236.50 to Marie Barber for September & October baskets.

\$340.40 to Lena Signor for CEA Directors Meeting airfare.

\$ 99.90 to Greenbox for annual hosting of website.

Funds to deposit: None.

Discussion: Joette Joseph reported that we are going to end up with more money than we started with at the beginning of the year.

Joette Joseph asked when we can expect the Nor Cal Conference check. Anita Rubeck reported that she expects to receive the check at this weekend's CEA Directors Meeting and she was told it would be very close the amount we receive last year.

1. Membership Chair - Linda R. Murphy.
 - a. Amount of total members as of 08/08/11: 30, 28 Individual active members and 2 individual associate members.
 - b. Roxanne Uribarri with Central Signing Services and Rob Van Steen with Teuninck & DeBishoppe, LLC are our newest members. They will be inducted at the November dinner meeting.
2. Education and Professional Designation Chair - Anita Rubeck.
 - a. PD forms will be distributed at the next dinner meeting and she will mail out the balance of the forms to the PD holders.
3. Site Chair - Linda Benton.
 - a. The reservation list for the November dinner meeting will be emailed to Jason Herrera and Linda R. Murphy by end of the day Friday, November 11th, 2011.
 - b. So far, we have 6 reservations.

- c. Linda Bentson will be on vacation during the next dinner meeting; therefore, Vickie Sweeney will be handling Linda Bentson's site chair responsibilities.
4. Fund Raiser: Entire Board.
 - a. Joette Joseph reported that our profit for the September's County Managers "Minute To Win It" night was \$1,461.69.
5. Raffle Chair - Marie Barber.
 - a. Marie is ready to go and has help with the raffle sales.
6. Speaker Accommodations - Jackye Chai.
 - a. Jackye Chai with the approval of the board will prepare our Certificates of Appreciation for Roseanna Medeiros, CEA 2011 President and Scott Medearis with the FBI Campbell office. Roseanne Medeiros will also receive a \$25.00 gift card and an EASCV coffee cup filled with chocolates as approved by the board.
7. Hospitality Chair - Jason Herrera.
 - a. Jason is ready to go
8. Videographer and Historian Report - Philippe C. Doren
 - a. None at this time.
9. CEA Directors: Lena Signor and Anita Rubeck.
 - a. No report at this time
 - b. The next CEA Directors meeting is being held this weekend, November 11-12, 2011 in Southern California.
10. Sponsors:
 - a. January sponsor was Raymond Scheaffer, Managing Principal with Abbott, Stringham & Lynch, Inc. *Certified Public Accountants & Business Advisors*.
 - b. March sponsor was Old Republic Title Company.
 - c. May sponsors were Northern Escrow Services, Inc., Community Bank of the Bay and First American NHD, JCP and LGS Reports.
 - d. September sponsors were Fidelity National Title Company, Bank of the West and Notaries Express.
 - e. November sponsors will be Chicago Title Company and Fidelity National Home Warranty/Disclosure Source.
11. Old Business:
 - a. Jason Herrera volunteered to follow up with Philippe Doren to get the missing logos for the December newsletter.
 - b. Marie Barber volunteered to follow up the November sponsors as to their donations and contributions to the dinner meeting.
12. New Business:
 - a. Next General Membership meeting will be on November 15th, 2011 at the Three Flames Restaurant, 1547 Meridian Avenue, San Jose, CA 95125 at 6:00 pm.
 - b. Next Board meeting will be on December 13th, 2011 at 6:00 pm with the location to be determined at a later date.

Adjourned at 6:05 pm

Respectfully submitted
Linda R. Murphy, CEO
Certified Escrow Officer
Secretary for the Escrow Association of Santa Clara Valley



Escrow Association of Santa Clara Valley

Minutes of the December 13th, 2011 1st half of the Board Meeting

Dated: December 13th, 2011 1st half

Called to Order: 5:50 pm by President, Vickie Sweeney

Held at: Chevy's Fresh Mex Restaurant, 1502 Saratoga Avenue, San Jose, CA 95129 Phone: (408) 871-9110.

Attendance: Vickie Sweeney, Lena Signor, Linda R. Murphy, Joette Joseph, Marie Barber, Linda Bentson, Philippe Doren and Jason Herrera.

Absent: Jackye Chai and Anita Rubeck.

Guests: Nancy Tarr, Roxanne Uribarri and Robert Van Steen

Approval of Minutes: Motion to approve November 8th, 2011 minutes made by Linda Bentson, seconded by Lena Signor. Motion carried or as amended.

Treasurer's Report: A motion to approve November 2011 report was made by Linda Bentson, seconded by Jason Herrera. Motion carried pending the completion.

Bills to submit:

\$460.00 to JC Vasquez for the September, October, November and December 2011 newsletters and stats of website.

\$146.50 to Marie Barber for Baskets by Design.

Funds to deposit:

\$250.00 from Fidelity National Home Warranty/Disclosure Source

Discussion: The checkbook balance looks great for this time of the year.

13. Membership Chair - Linda R. Murphy.

- a. We are going to end the year with total members of 30. 28 Individual active members and 2 individual associate members.

14. Education and Professional Designation Chair - Anita Rubeck.

- a. No report at this time.

15. Site Chair – Linda Bentson.

- a. Everything is OK so far.

16. Fund Raiser: Entire Board.

- a. No report at this time.

17. Raffle Chair – Marie Barber.

- a. No report at this time.

18. Speaker Accommodations – Jackye Chai.

- a. No report at this time.

19. Hospitality Chair – Jason Herrera.

- a. No report at this time.

20. Videographer and Historian Report - Philippe C. Doren.

- a. No report at this time.

21. CEA Directors: Lena Signor and Anita Rubeck.
 - a. We again Congratulated Lena for her outstanding acceptance speech and new appointment as 2012 CEA President.
22. Sponsors:
 - a. January sponsor was Raymond Scheaffer, Managing Principal with Abbott, Stringham & Lynch, Inc. *Certified Public Accountants & Business Advisors*.
 - b. March sponsor was Old Republic Title Company.
 - c. May sponsors were Northern Escrow Services, Inc., Community Bank of the Bay and First American NHD, JCP and LGS Reports.
 - d. September sponsors were Fidelity National Title Company, Bank of the West and Notaries Express.
 - e. November sponsors were Chicago Title Company and Fidelity National Home Warranty/Disclosure Source.
23. Old Business:
 - a. None.
24. New Business:
 - a. Vickie thanked everyone for their strong support and Marie thanked Philipe for handling the nominating committee this year.
 - b. Next Board meeting will be a teleconference meeting on January 10th, 2012 at 5:30 p.m.
 - c. Next General Membership meeting will be on January 17th, 2012 at the Three Flames Restaurant, 1547 Meridian Avenue, San Jose, CA 95125 at 6:00 pm.

Adjourned at 6:05 pm

Respectfully submitted
Linda R. Murphy, CEO
Certified Escrow Officer
Secretary for the Escrow Association of Santa Clara Valley



Escrow Association of Santa Clara Valley

Minutes of the December 13th, 2011 - Second half of the Board Meeting

Dated: December 13th, 2011 Second half

Called to Order: 6:06 pm by Presidents, Marie Barber and Jason Herrera.

Held at: Chevy's Fresh Mex Restaurant, 1502 Saratoga Avenue, San Jose, CA 95129 Phone: (408) 871-9110.

Attendance: Marie Barber, Jason Herrera, Lena Signor, Joette Joseph, Linda Bentson, Linda R. Murphy, Vickie Sweeney, Nancy Tarr, Roxanne Uribarri and Robert Van Steen.

Absent: Cherie DaRoza.

Guests: Philippe Doren.

2012 Goals:

- To become a stronger presence in our industry/ We have to prove our value
 - Marie and Jason are going to be reaching out to the county managers to get feedback and ask for their support
 - Fresh productive ideas for dinner meetings
 - Provide stimulating & relevant education
 - Get our name out there by working with S.C.C.A.O.R. on a volunteer project

2012 Positions and Responsibilities: It is very important to make a conscious effort to attend all board meetings and please voice your opinions. The more input we have, the better.

PD and Education Chair: Linda Bentson

Set calendar for additional educational functions

Conduct/arrange educational /PD functions

Collect funds from educational meetings, count money, put money in an envelope and mark amount and remit to treasurer

Maintain PD books and stamp and set out PD sign-in book at meetings

Site Chair: Linda Bentson

Select menus for dinner meetings and coordinate with restaurant

Receive Reservations and report number of reservations to Board and the restaurant the day before dinner meeting.

Help arrange room with center pieces and flag, if necessary

Cinematography Chair: Rob Van Steen

Set up banner at the dinner meetings

Take photographs of new Inductees and general photos during meetings

Upload pictures to our Website

Create and conduct reception video (Q&A, cartoons, Motivation video and sponsors)

Raffle Chair: Roxanne Uribarri

Hold onto ticket cage, tickets and aprons

Arrange raffle prizes

Sell LOTS of tickets

Announce who contributed the raffle prizes

Draw tickets from cage, announce winners and hand out prizes

Count money and put in envelope, mark envelope with amount and give to treasurer

Speaker Accommodation Chair: Roxanne Uribaldi

Prepare Certificates of Appreciation for speakers

Purchase speaker appreciation gifts

Hospitality Chair: Nancy Tarr

Check in and take money from guest at dinner meetings

Count money, put into envelope, mark envelope with amount and give to treasurer

Give sign-in sheet to Treasurer before leaving dinner meeting

Membership Chair: Linda R. Murphy

Coordinate with new members for induction at dinner meeting

Present new member package to inductees

Report to Board member count and any new applications

Send Welcome/Invite letters from President to possible guests

Send Thank You letters to all non-members attending dinner meetings and/or workshops

Prepare dinner guest receipt/envelopes

Coordinate and present Membership drawing for each dinner meeting

Fundraiser Chair: Jason Herrera and Entire Board

Create new idea for raising funds: Project expense vs. income with requirements

Coordinate event with honored guest(s), decorations/room setup, flyers, etc.

ALL Board Members

If you are not able to fulfill your obligation, you are responsible to find someone to fill your position.

Provide this notice to the President.

Treasurer's Report:

a. Scheduled Audit and Budget meeting for January 9th, 2012 at 5:30 pm - Old Republic Title Company, 438 North Santa Cruz Avenue, Los Gatos, CA 95030. Marie Barber, Jason Herrera, Linda Murphy and Joette Joseph will be in attendance.

b. We are changing the authorized signors for the checking account to be Marie, Jason, Joette, Lena and Linda Murphy. A new signature card must be executed at the bank. Joette will notify when the new card is available for signatures.

Education:

We gave Linda Bentson several new ideas for "Pizza and Education" workshops.

We are not opposed to paying for speakers.

Sponsors:

Our goal is to have 3 sponsors per meeting; \$250 donation and 1 raffle prize each.

Centerpieces will be provided the Three Flames Restaurant and are NOT raffle prizes.

Marie and Jason handed out a list of suggestions and asked for volunteers to contact them.

Speakers:

We have to think outside of the box here, suggestions are welcomed! Collectively, we had several good ideas to pursue.

Newsletter:

We are going to be asking Jennifer to send Marie a draft for review before sending them out. The newsletter submission deadline is still the 25th of the month with the newsletter going out by the 5th of each and every month.

The newsletters are not being posted on the website so Jason is going to be uploading the newsletter and the 2012 Calendar of Events to the website.

Dinner Meetings:

We decided NOT to bring back a July meeting since most of us will be attending the NorCal Conference in San Ramon, CA.

We decided to have a “Pizza and Educational” workshop in June and August so we won’t be forgotten throughout the summer months.

We need to build up attendance for our November meeting.

Change up the membership drawing. Details at the January dinner meeting.

New Business:

- d. For the record:
 - i. Joette Joseph has 1 Post Office Box key.
 - ii. Linda Murphy has 1 storage site key.
 - iii. Lena Signor has 1 storage site key.
 - iv. Marie Barber and Jason Herrera have 1 storage site key and 1 Post Office box key.
- e. Jason Herrera has the EASCV laptop which he will forward to Rob Van Steen for the inspirational/motivational video shown before each dinner meeting.
- f. Nancy Tarr will provide a projector for the dinner meetings for inspirational/motivational video and in case one of our speakers needs it for their presentation(s).
- g. Next Board meeting will be a teleconference meeting on January 10th, 2012 at 5:30 p.m.
- h. Next General Membership meeting will be on January 17th, 2012 at the Three Flames Restaurant, 1547 Meridian Avenue, San Jose, CA 95125 at 6:00 pm.

Adjourned at 7:25 pm

Respectfully submitted,
Linda R. Murphy for Cherie daRoza
Secretary for the Escrow Association of Santa Clara Valley