

**BCCRA Minutes - February 8, 2018**  
**Grimaldi's Pizzeria - 330 E. Basse Road**

**Board Members in Attendance:** Carol Castillo, Angie Jimenez, Jessica Butts and Maria Fattahi.

**Meeting called to order at 6:16 p.m. by President Carol Castillo.**

**C. Castillo acknowledged past BCCRA Presidents in attendance: Kim Tindall and Barbara Durand-Hollis.**

**Motion was made by Yvonne O'Bar to accept the January Minutes. Barbara Durand-Hollis seconded the motion. Motion adopted.**

**J. Butts presented the treasurer's report: Current balance of \$7,958.13. K. Tindall made a motion to accept the treasurer's report. B. Durand-Hollis seconded the motion. Motion adopted.**

**Discussion held concerning the difficulty in changing the signatures of past Treasurer to present Treasurer and adding present Vice President due to scheduling conflicts of same, as IBC Bank requires all to be present. J. Butts suggested and discussed the pros and cons of opening a bank account with Frost Bank.**

**Motion made by B. Durand-Hollis to close bank account at IBC Bank and open and transfer funds to Frost Bank. K. Tindall seconded the motion. Motion adopted.**

**President Castillo acknowledged and confirmed Whitney Riley's agreement to be the Registered Agent for BCCRA with reference to the 501(c)(3) status. She will provide her address to receive IRS/tax information.**

**OLD BUSINESS**

**BCCRA Fiesta medals should be ready by the 2<sup>nd</sup> or 3<sup>rd</sup> week of March. Ordering 200 medals and will be selling them at \$10.00 each. Medals will be available at the April meeting - 4/12/18.**

**Dress for Success: C. Castillo suggested volunteers to meet on 2/19/18 to drop off clothes.**

**Discussion held concerning the SAC student breakfast had on January 16<sup>th</sup>. Welcomed 30 students for the morning class and 25 plus for the evening class.**

**Discussion held concerning the BCCRA website is up and running. Members are welcomed to send events, pictures, etc. to the Board via email to be uploaded to the website. BCCRA has a P.O. Box which is now available and mentioned on the website.**

**Court Reporting & Closed Captioning Week suggestions by C. Castillo (Feb 10-17)**

**Whitney Riley & Kathleen Ullrich captioning the San Antonio Rodeo.**

**TCRA Virtual 5K run/walk. Register at [www.tcra-online.com](http://www.tcra-online.com).**

**Monday: Take time to visit the court reporting students at SAC for words of encouragement, etc.**

**Tuesday: Proclamation at the Bexar County Courthouse steps at noon. Proclamation will be presented by Justice Marion. Wear purple to symbolize a new year and a new beginning.**

**Wednesday: Valentines' Day.**

**Thursday: Cleto on standby. If not available will try again in March.**

**Friday: SAC students may be planning a Social. TBD.**

**Saturday: TCRA Software seminar at SAC.**

### **NEW BUSINESS**

**C. Castillo discussed the BCCRA Articles of Association/Bylaws. She will be appointing a committee which will consist of the Board, an official reporter, freelance reporter and a captioning reporter.**

**C. Castillo discussed the BCCRA Facebook page and security concerns. Motion made by Y. O'Bar to close the old Facebook page and open a new Facebook page for members only with private settings for security reasons. J. Butts seconded the motion. Motion adopted.**

**K. Tindall briefly discussed the suspension of the revision to the name change of the Code of Professional Conduct. The Court Reporters Certification Advisory Board is recommending to the JBCC the name to be changed from the Code of Professional Conduct to the Code of Ethics for Certified Shorthand Reporters and Court Reporting Firms. This issue will be re-addressed in April or May.**

**Announcement: NCRA is having a Legislative Boot Camp March 11-13 at the Hyatt Regency in Reston, Virginia. Members: \$200/Nonmembers \$300.**

**Closing remarks by C. Castillo inviting suggestions for topics of interest for future meetings, as well as venue.**

**Motion to adjourn meeting made by Angie Jimenez at 6:57 p.m. B. Durand-Hollis seconded the motion. Motion adopted.**