

**FORENSIC MENTAL HEALTH ASSOCIATION OF CALIFORNIA  
BOARD OF DIRECTORS MEETING**

April 15, 2004  
Teleconference

**MEMBERS PRESENT:** JOAN CAIRNS, KEN CARABELLO, JOEL FAY,  
HARRY GOLDBERG, CARRIE GUSTAFSON,  
MILES KRAMER, DAVID M. POLAK, JO C.  
ROBINSON, CYNTHIA SHACKELFORD

**MEMBERS ABSENT:** JUDITH TIKTINSKY

**I. CALL TO ORDER**

The meeting was called to order at 3:05 pm, by Harry Goldberg.

**II. SITE SELECTION FOR 2005 CONFERENCE**

Joel introduced the proposal that the conference be moved from Asilomar to the Embassy Suites in Seaside. Joel summarized the services that Embassy Suites has to offer. Cynthia reports that at the 2004 conference, there were 270 attendees and the association used 145 rooms at Asilomar. Ken expressed concern that the Embassy Suites could support higher attendance for future conferences. Joel reported that Embassy Suites could accommodate 400 people with additional hotels nearby. Joel also reports there are five breakout rooms available. Embassy Suites also provides a free breakfast, and a free happy hour. Cynthia reports that Asilomar has acknowledged problems in the past years. It appears the Embassy Suites may be more flexible. These are the primary questions the board is concerned with:

- What is the keynote room size.
- What is the maximum occupancy of the hotel.
- What is the room rate.
- Is there adequate parking.
- Is audio/visual equipment available.
- Are there Internet connections in the rooms.
- How can Embassy Suites accommodate sponsors.

Joel will obtain the answers to the board's concerns, and notify all.

We unanimously agreed to vote via email as to the change of venue by Monday, April 19.

### **III. ADJOURNMENT**

The meeting was adjourned at 3:40 pm. The next meeting will be during the annual retreat in June.