

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

2007

Open to Public Inspection

Department of the Treasury Internal Revenue Service(7)

The organization may have to use a copy of this return to satisfy state reporting requirements

A For the 2007 calendar year, or tax year beginning 7/01, **2007, and ending** 6/30, **2008**

- B** Check if applicable
- Address change
 - Name change
 - Initial return
 - Termination
 - Amended return
 - Application pending

Please use IRS label or print or type. See specific instructions.

C
CALIFORNIA ASSOCIATION OF PUBLIC INFORMATION OFFICIALS
 1400 K STREET #400
 SACRAMENTO, CA 95814-3916

D Employer Identification Number
 95-4251962

E Telephone number
 916-658-8211

F Accounting method: Cash Accrual
 Other (specify) _____

Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

H and I are not applicable to section 527 organizations

- H (a)** Is this a group return for affiliates? Yes No
- H (b)** If 'Yes,' enter number of affiliates: _____
- H (c)** Are all affiliates included? Yes No
 (If 'No,' attach a list. See instructions.)
- H (d)** Is this a separate return filed by an organization covered by a group ruling? Yes No

G Web site: WWW.CAPIO.ORG

J Organization type (check only one) 501(c) 6 (insert no) 4947(a)(1) or 527

K Check here if the organization is not a 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A return is not required, but if the organization chooses to file a return, be sure to file a complete return.

I Group Exemption Number _____

M Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

L Gross receipts: Add lines 6b, 8b, 9b, and 10b to line 12 **122,929.**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions.)

1	Contributions, gifts, grants, and similar amounts received				
a	Contributions to donor advised funds	1a			
b	Direct public support (not included on line 1a)	1b			
c	Indirect public support (not included on line 1a)	1c			
d	Government contributions (grants) (not included on line 1a)	1d			
e	Total (add lines 1a through 1d) (cash \$ _____ noncash \$ _____)			1e	0.
2	Program service revenue including government fees and contracts (from Part VII, line 93)			2	69,161.
3	Membership dues and assessments			3	52,980.
4	Interest on savings and temporary cash investments			4	
5	Dividends and interest from securities			5	
6a	Gross rents	6a			
b	Less rental expenses	6b			
c	Net rental income or (loss). Subtract line 6b from line 6a			6c	
7	Other investment income (describe _____)			7	
8a	Gross amount from sales of assets other than inventory	(A) Securities	(B) Other		
b	Less cost or other basis and sales expenses	8a			
c	Gain or (loss) (attach schedule)	8b			
d	Net gain or (loss). Combine line 8c, columns (A) and (B)	8c		8d	
9	Special events and activities (attach schedule) If any amount is from gaming, check here <input type="checkbox"/>				
a	Gross revenue (not including \$ _____ of contributions reported on line 1b)	9a			
b	Less direct expenses other than fundraising expenses	9b			
c	Net income or (loss) from special events. Subtract line 9b from line 9a			9c	
10a	Gross sales of inventory, less returns and allowances	10a	668.		
b	Less cost of goods sold	10b	270.		
c	Gross profit or (loss) from sales of inventory (attach schedule). Subtract line 10b from line 10a			10c	398.
11	Other revenue (from Part VII, line 103)			11	120.
12	Total revenue. Add lines 1e, 2, 3, 4, 5, 6c, 7, 8d, 9c, 10c, and 11			12	122,659.
13	Program services (from line 44, column (B))			13	
14	Management and general (from line 44, column (C))			14	
15	Fundraising (from line 44, column (D))			15	
16	Payments to affiliates (attach schedule)			16	
17	Total expenses. Add lines 16 and 44, column (A)			17	109,825.
18	Excess or (deficit) for the year. Subtract line 17 from line 12			18	12,834.
19	Net assets or fund balances at beginning of year (from line 73, column (A))			19	16,010.
20	Other changes in net assets or fund balances (attach explanation)			20	
21	Net assets or fund balances at end of year. Combine lines 18, 19, and 20			21	28,844.

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Part II Statement of Functional Expenses All organizations must complete column (A) Columns (B), (C), and (D) are required for section 501(c)(3) and (4) organizations and section 4947(a)(1) nonexempt charitable trusts but optional for others. (See instructions)

Do not include amounts reported on line 6b, 8b, 9b, 10b, or 16 of Part I	(A) Total	(B) Program services	(C) Management and general	(D) Fundraising
22a Grants paid from donor advised funds (attach sch) (cash \$ _____ non-cash \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	22a			
22b Other grants and allocations (att sch) (cash \$ _____ non-cash \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	22b			
23 Specific assistance to individuals (attach schedule)	23			
24 Benefits paid to or for members (attach schedule)	24			
25a Compensation of current officers, directors, key employees, etc. listed in Part V-A	25a 0.			
b Compensation of former officers, directors, key employees, etc. listed in Part V-B	25b 0.			
c Compensation and other distributions, not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)	25c 0.			
26 Salaries and wages of employees not included on lines 25a, b, and c	26			
27 Pension plan contributions not included on lines 25a, b, and c	27			
28 Employee benefits not included on lines 25a - 27	28			
29 Payroll taxes	29			
30 Professional fundraising fees	30			
31 Accounting fees	31			
32 Legal fees	32			
33 Supplies	33 8.			
34 Telephone	34			
35 Postage and shipping	35 920.			
36 Occupancy	36			
37 Equipment rental and maintenance	37			
38 Printing and publications	38 258.			
39 Travel	39			
40 Conferences, conventions, and meetings	40 47,375.			
41 Interest	41			
42 Depreciation, depletion, etc (attach schedule)	42			
43 Other expenses not covered above (itemize)				
a SEE STATEMENT 2	43a 61,264.			
b -----	43b			
c -----	43c			
d -----	43d			
e -----	43e			
f -----	43f			
g -----	43g			
44 Total functional expenses. Add lines 22a through 43g. (Organizations completing columns (B) - (D), carry these totals to lines 13 - 15)	44 109,825.			

Joint Costs. Check if you are following SOP 98-2.
 Are any joint costs from a combined educational campaign and fundraising solicitation reported in (B) Program services? N/A Yes No
 If "Yes," enter (i) the aggregate amount of these joint costs \$ _____; (ii) the amount allocated to Program services \$ _____; (iii) the amount allocated to Management and general \$ _____, and (iv) the amount allocated to Fundraising \$ _____

Part III Statement of Program Service Accomplishments (See the instructions.)

Form 990 is available for public inspection and, for some people, serves as the primary or sole source of information about a particular organization. How the public perceives an organization in such cases may be determined by the information presented on its return. Therefore, please make sure the return is complete and accurate and fully describes, in Part III, the organization's programs and accomplishments.

What is the organization's primary exempt purpose? SEE STATEMENT 3
All organizations must describe their exempt purpose achievements in a clear and concise manner. State the number of clients served, publications issued, etc. Discuss achievements that are not measurable (Section 501(c)(3) and (4) organizations and 4947(a)(1) nonexempt charitable trusts must also enter the amount of grants and allocations to others)
Program Service Expenses (Required for 501(c)(3) and (4) organizations and 4947(a)(1) trusts, but optional for others)

a HELD REGIONAL WORKSHOPS

(Grants and allocations \$) If this amount includes foreign grants, check here

b HELD ANNUAL PROFESSIONAL CONFERENCE FEATURING "CUTTING EDGE" TOPICS AND SPEAKERS

(Grants and allocations \$) If this amount includes foreign grants, check here

c PROVIDED INFORMAL OPPORTUNITIES SUCH AS "BROWN BAG SYMPOSIA" AND REGIONAL TRAINING WORKSHOPS FOR STAYING IN TOUCH WITH COLLEAGUES AND KEEPING SKILLS UP-TO-DATE

(Grants and allocations \$) If this amount includes foreign grants, check here

d PUBLISHED A BI-MONTHLY NEWSLETTER, WITH EMPLOYMENT LISTINGS AND NEWS OF INTEREST TO PUBLIC INFORMATION/COMMUNICATIONS PROFESSIONALS

(Grants and allocations \$) If this amount includes foreign grants, check here

e Other program services

(Grants and allocations \$) If this amount includes foreign grants, check here

f Total of Program Service Expenses (should equal line 44, column (B), Program services)

Part IV Balance Sheets (See the instructions.)

Note: Where required, attached schedules and amounts within the description column should be for end-of-year amounts only.

		(A) Beginning of year		(B) End of year
ASSETS	45 Cash — non-interest-bearing	35,093.	45	51,730.
	46 Savings and temporary cash investments		46	
	47 a Accounts receivable	47 a		
	b Less allowance for doubtful accounts	47 b	47 c	
	48 a Pledges receivable	48 a		
	b Less: allowance for doubtful accounts	48 b	48 c	
	49 Grants receivable		49	
	50 a Receivables from current and former officers, directors, trustees, and key employees (attach schedule)		50 a	
	b Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) (attach schedule)		50 b	
	51 a Other notes and loans receivable (attach schedule)	51 a		
	b Less allowance for doubtful accounts	51 b	51 c	
	52 Inventories for sale or use	1,235.	52	965.
	53 Prepaid expenses and deferred charges		53	
	54 a Investments — publicly-traded securities	<input type="checkbox"/> Cost <input type="checkbox"/> FMV	54 a	
	b Investments — other securities (attach sch)	<input type="checkbox"/> Cost <input type="checkbox"/> FMV	54 b	
55 a Investments — land, buildings, & equipment basis	55 a			
b Less accumulated depreciation (attach schedule)	55 b	55 c		
56 Investments — other (attach schedule)		56		
57 a Land, buildings, and equipment basis	57 a			
b Less accumulated depreciation (attach schedule)	57 b	57 c		
58 Other assets, including program-related investments (describe ▶ _____)		58		
59 Total assets (must equal line 74) Add lines 45 through 58	36,328.	59	52,695.	
LIABILITIES	60 Accounts payable and accrued expenses	9,088.	60	22,101.
	61 Grants payable		61	
	62 Deferred revenue	11,230.	62	1,750.
	63 Loans from officers, directors, trustees, and key employees (attach schedule)		63	
	64 a Tax-exempt bond liabilities (attach schedule)		64 a	
	b Mortgages and other notes payable (attach schedule)		64 b	
	65 Other liabilities (describe ▶ _____)		65	
	66 Total liabilities. Add lines 60 through 65	20,318.	66	23,851.
NET ASSETS OR FUND BALANCES	Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 67 through 69 and lines 73 and 74			
	67 Unrestricted	16,010.	67	28,844.
	68 Temporarily restricted		68	
	69 Permanently restricted		69	
	Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 70 through 74.			
	70 Capital stock, trust principal, or current funds		70	
	71 Paid-in or capital surplus, or land, building, and equipment fund		71	
	72 Retained earnings, endowment, accumulated income, or other funds		72	
	73 Total net assets or fund balances. Add lines 67 through 69 or lines 70 through 72 (Column (A) must equal line 19 and column (B) must equal line 21)	16,010.	73	28,844.
	74 Total liabilities and net assets/fund balances. Add lines 66 and 73	36,328.	74	52,695.

Part IV-A Reconciliation of Revenue per Audited Financial Statements with Revenue per Return (See the instructions.)

a	Total revenue, gains, and other support per audited financial statements		a	N/A
b	Amounts included on line a but not on Part I, line 12.			
	1 Net unrealized gains on investments	b1		
	2 Donated services and use of facilities	b2		
	3 Recoveries of prior year grants	b3		
	4 Other (specify): _____	b4		
	Add lines b1 through b4		b	
c	Subtract line b from line a		c	
d	Amounts included on Part I, line 12, but not on line a :			
	1 Investment expenses not included on Part I, line 6b	d1		
	2 Other (specify): _____	d2		
	Add lines d1 and d2		d	
e	Total revenue (Part I, line 12) Add lines c and d		e	

Part IV-B Reconciliation of Expenses per Audited Financial Statements with Expenses per Return

a	Total expenses and losses per audited financial statements		a	N/A
b	Amounts included on line a but not on Part I, line 17			
	1 Donated services and use of facilities	b1		
	2 Prior year adjustments reported on Part I, line 20	b2		
	3 Losses reported on Part I, line 20	b3		
	4 Other (specify): _____	b4		
	Add lines b1 through b4		b	
c	Subtract line b from line a		c	
d	Amounts included on Part I, line 17, but not on line a :			
	1 Investment expenses not included on Part I, line 6b	d1		
	2 Other (specify): _____	d2		
	Add lines d1 and d2		d	
e	Total expenses (Part I, line 17) Add lines c and d		e	

Part V-A Current Officers, Directors, Trustees, and Key Employees (List each person who was an officer, director, trustee, or key employee at any time during the year even if they were not compensated.) (See the instructions.)

(A) Name and address	(B) Title and average hours per week devoted to position	(C) Compensation (if not paid, enter -0-)	(D) Contributions to employee benefit plans and deferred compensation plans	(E) Expense account and other allowances
SEE STATEMENT 4		0.	0.	0.

Part VI Other Information (continued)		Yes	No
82 a Did the organization receive donated services or the use of materials, equipment, or facilities at no charge or at substantially less than fair rental value?	82 a		X
b If 'Yes,' you may indicate the value of these items here. Do not include this amount as revenue in Part I or as an expense in Part II. (See instructions in Part III).	82 b		N/A
83 a Did the organization comply with the public inspection requirements for returns and exemption applications?	83 a	X	
b Did the organization comply with the disclosure requirements relating to <i>quid pro quo</i> contributions?	83 b	X	
84 a Did the organization solicit any contributions or gifts that were not tax deductible?	84 a		X
b If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	84 b		N/A
85 a 501(c)(4), (5), or (6). Were substantially all dues nondeductible by members?	85 a	X	
b Did the organization make only in-house lobbying expenditures of \$2,000 or less?	85 b		N/A
If 'Yes' was answered to either 85a or 85b, do not complete 85c through 85h below unless the organization received a waiver for proxy tax owed for the prior year			
c Dues, assessments, and similar amounts from members	85 c		N/A
d Section 162(e) lobbying and political expenditures	85 d		N/A
e Aggregate nondeductible amount of section 6033(e)(1)(A) dues notices	85 e		N/A
f Taxable amount of lobbying and political expenditures (line 85d less 85e)	85 f		N/A
g Does the organization elect to pay the section 6033(e) tax on the amount on line 85f?	85 g		N/A
h If section 6033(e)(1)(A) dues notices were sent, does the organization agree to add the amount on line 85f to its reasonable estimate of dues allocable to nondeductible lobbying and political expenditures for the following tax year?	85 h		N/A
86 501(c)(7) organizations. Enter: a Initiation fees and capital contributions included on line 12	86 a		N/A
b Gross receipts, included on line 12, for public use of club facilities	86 b		N/A
87 501(c)(12) organizations. Enter: a Gross income from members or shareholders	87 a		N/A
b Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	87 b		N/A
88 a At any time during the year, did the organization own a 50% or greater interest in a taxable corporation or partnership, or an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If 'Yes,' complete Part IX	88 a		X
b At any time during the year, did the organization, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' complete Part XI	88 b		X
89 a 501(c)(3) organizations. Enter: Amount of tax imposed on the organization during the year under: section 4911 <u> N/A </u> , section 4912 <u> N/A </u> , section 4955 <u> N/A </u>			
b 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If 'Yes,' attach a statement explaining each transaction	89 b		N/A
c Enter: Amount of tax imposed on the organization managers or disqualified persons during the year under sections 4912, 4955, and 4958			N/A
d Enter: Amount of tax on line 89c, above, reimbursed by the organization			N/A
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction?	89 e		X
f All organizations. Did the organization acquire a direct or indirect interest in any applicable insurance contract?	89 f		X
g For supporting organizations and sponsoring organizations maintaining donor advised funds. Did the supporting organization, or a fund maintained by a sponsoring organization, have excess business holdings at any time during the year?	89 g		X
90 a List the states with which a copy of this return is filed <u> NONE </u>			
b Number of employees employed in the pay period that includes March 12, 2007 (See instructions)	90 b		0
91 a The books are in care of <u> ADRIENNE SPRENGER </u> Telephone number <u> 916-658-8211 </u> Located at <u> 1400 K STREET, SACRAMENTO, CA </u> ZIP + 4 <u> 95814-3916 </u>			
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	91 b	Yes	No
If 'Yes,' enter the name of the foreign country			X
See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts			

Part VI Other Information (continued)

c At any time during the calendar year, did the organization maintain an office outside of the United States? Yes No
 If 'Yes,' enter the name of the foreign country _____

92 Section 4947(a)(1) nonexempt charitable trusts filing Form 990 in lieu of Form 1041 - Check here N/A
 and enter the amount of tax-exempt interest received or accrued during the tax year 92 N/A

Part VII Analysis of Income-Producing Activities (See the instructions.)

Note: Enter gross amounts unless otherwise indicated

	Unrelated business income		Excluded by section 512, 513, or 514		(E) Related or exempt function income
	(A) Business code	(B) Amount	(C) Exclusion code	(D) Amount	
93 Program service revenue:					
a AWARDS					12,735.
b CONFERENCE			7	50,981.	
c WORKSHOPS					5,445.
d _____					
e _____					
f Medicare/Medicaid payments					
g Fees & contracts from government agencies					
94 Membership dues and assessments					52,980.
95 Interest on savings & temporary cash invmnts					
96 Dividends & interest from securities					
97 Net rental income or (loss) from real estate:					
a debt-financed property					
b not debt-financed property					
98 Net rental income or (loss) from pers prop					
99 Other investment income					
100 Gain or (loss) from sales of assets other than inventory					
101 Net income or (loss) from special events					
102 Gross profit or (loss) from sales of inventory			1	398.	
103 Other revenue. a _____					
b OTHER			1	120.	
c _____					
d _____					
e _____					
104 Subtotal (add columns (B), (D), and (E))				51,499.	71,160.
105 Total (add line 104, columns (B), (D), and (E))					122,659.

Note: Line 105 plus line 1e, Part I, should equal the amount on line 12, Part I

Part VIII Relationship of Activities to the Accomplishment of Exempt Purposes (See the instructions.)

Line No.	Explain how each activity for which income is reported in column (E) of Part VII contributed importantly to the accomplishment of the organization's exempt purposes (other than by providing funds for such purposes)
93A	DIRECTLY RELATED TO EXEMPT PURPOSE OF PROMOTING THE PROFESSION BY RECOGNIZING EXCELLENCE
93C	DIRECTLY RELATED TO EXEMPT PURPOSE OF OFFERING TRAINING FOR MEMBERS.

Part IX Information Regarding Taxable Subsidiaries and Disregarded Entities (See the instructions.)

(A) Name, address, and EIN of corporation, partnership, or disregarded entity	(B) Percentage of ownership interest	(C) Nature of activities	(D) Total income	(E) End-of-year assets
N/A	%			
	%			
	%			
	%			

Part X Information Regarding Transfers Associated with Personal Benefit Contracts (See the instructions.)

a Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? Yes No

b Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? Yes No

Note: If 'Yes' to (b), file Form 8870 and Form 4720 (see instructions)

Part XI Information Regarding Transfers To and From Controlled Entities. Complete only if the organization is a controlling organization as defined in section 512(b)(13).

106 Did the reporting organization **make** any transfers to a controlled entity as defined in section 512(b)(13) of the Code? If 'Yes,' complete the schedule below for each controlled entity

Yes	No
	X

	(A) Name, address, of each controlled entity	(B) Employer Identification Number	(C) Description of transfer	(D) Amount of transfer
a	-----			
b	-----			
c	-----			
Totals				

107 Did the reporting organization **receive** any transfers from a controlled entity as defined in section 512(b)(13) of the Code? If 'Yes,' complete the schedule below for each controlled entity

Yes	No
	X

	(A) Name, address, of each controlled entity	(B) Employer Identification Number	(C) Description of transfer	(D) Amount of transfer
a	-----			
b	-----			
c	-----			
Totals				

108 Did the organization have a binding written contract in effect on August 17, 2006, covering the interest, rents, royalties, and annuities described in question 107 above?

Yes	No
	X

Please Sign Here

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Signature of officer: *Jennifer Peterson* Date: 10.12.10

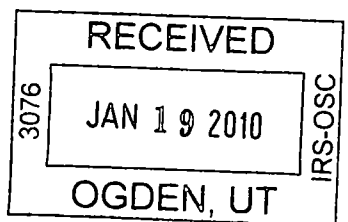
Type or print name and title: Jennifer Peterson, President

Paid Preparer's Use Only

Preparer's signature: *Debbie M. Ask, CPA* Date: 12/16/09 Check if self-employed: Preparer's SSN or PTIN (See General Instruction X): P00052634

Firm's name (or yours if self-employed), address, and ZIP + 4: JOHN WADDELL & CO., CPAS
3416 AMERICAN RIVER DRIVE, #A
SACRAMENTO, CA 95864

EIN: 94-2329070 Phone no: (916) 488-2460



12/16/09

10 50AM

**STATEMENT 1
FORM 990, PART I, LINE 10
GROSS PROFIT (LOSS) FROM SALES OF INVENTORY**

PUBLICATIONS	\$	668.
GROSS SALES	\$	668.
LESS RETURNS & ALLOWANCES		0.
NET SALES	\$	668.
LESS COST OF GOODS SOLD		270.
GROSS PROFIT FROM SALES OF INVENTORY	\$	398.

**STATEMENT 2
FORM 990, PART II, LINE 43
OTHER EXPENSES**

	(A) TOTAL	(B) PROGRAM SERVICES	(C) MANAGEMENT & GENERAL	(D) FUNDRAISING
INSURANCE	2,001.			
MISCELLANEOUS	3,152.			
PIO INSTITUTE	75.			
PROFESSIONAL SERVICES	53,462.			
TAXES	10.			
WEBSITE	2,564.			
TOTAL	\$ 61,264.	\$ 0.	\$ 0.	\$ 0.

**STATEMENT 3
FORM 990, PART III
ORGANIZATION'S PRIMARY EXEMPT PURPOSE**

TO PROMOTE AWARENESS OF THE PUBLIC INFORMATION PROFESSION AND ITS VALUE BY
ADVANCING STANDARDS OF INTEGRITY, RECOGNIZING EXCELLENCE, AND OFFERING TRAINING
AND SUPPORT FOR MEMBERS

**STATEMENT 4
FORM 990, PART V-A
LIST OF OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES**

NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
BILL POLICK 1400 K STREET SACRAMENTO, CA 95814	PRESIDENT 0.50	\$ 0.	\$ 0.	\$ 0.
MICHELLE M SMIRA 1400 K STREET SACRAMENTO, CA 95814	VICE PRESIDENT 0.50	0.	0.	0.

STATEMENT 4 (CONTINUED)
FORM 990, PART V-A
LIST OF OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

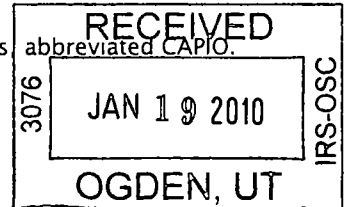
NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
MARK DENNIS 1400 K STREET SACRAMENTO, CA 95814	VICE PRESIDENT 0.50	\$ 0.	\$ 0.	\$ 0.
BRIAN WOLFSON 1400 K STREET SACRAMENTO, CA 95814	TREASURER 0.50	0.	0.	0.
MARK MAZZAFERRO 1400 K STREET SACRAMENTO, CA 95814	SECRETARY 0.50	0.	0.	0.
ELIZABETH EMMETT 1400 K STREET SACRAMENTO, CA 95814	DIRECTOR 0.50	0.	0.	0.
MIKE CONWAY 1400 K STREET SACRAMENTO, CA 95814	DIRECTOR 0.50	0.	0.	0.
HEATHER MORRIS 1400 K STREET SACRAMENTO, CA 95814	DIRECTOR 0.50	0.	0.	0.
ADRIENNE SPRENGER 1400 K STREET SACRAMENTO, CA 95814	EXECUTIVE SEC 0.50	0.	0.	0.
	TOTAL	\$ 0.	\$ 0.	\$ 0.



**BY-LAWS OF THE
CALIFORNIA ASSOCIATION OF
PUBLIC INFORMATION OFFICIALS**
Approved By Vote of the Membership, January 2008

I. Name

The name of this organization is the California Association of Public Information Officials



II. Purpose

The purposes of this organization are to

- A. Promote professionalism in the field of Public Information and among CAPIO's members,
- B. Raise the consciousness of public sector management and members of the general public as to the necessity for public information operations and of the ethical standards within which such operations should be conducted,
- C. Conduct and/or sponsor activities which improve communications between public sector organizations and the public(s) their organizations serve;
- D. Serve as an information resource for government management and communications professionals,
- E. Serve as a vehicle for professional growth.

III. Membership

A. **Qualifications** Individuals who represent a public jurisdiction to the media and population they serve as working communicators, public relations or community affairs specialists, public information officers, and public administrators, including appointed and/or elected officials.

B. **Types of Membership**

1. **Regular Member:** Persons employed by the state, counties, cities, special districts, or other governmental or private agencies involved in communications.
2. **Student Member:** Persons enrolled as full or part-time students in colleges or university courses specializing in public information, communications, journalism or public administration.
3. **Honorary Member:** Honorary membership is bestowed upon the recipient by nomination to same by the Board and confirmed by the membership's vote in response to a substantial service or monetary donation (corporate or private grant).
4. **Life Member:** Life membership is bestowed by the membership upon a member for serving the organization actively for more than 20 years or upon receipt of the Paul Clark Award.
5. **Associate Member:** Persons formerly employed in the profession, those seeking employment in this field or other persons have an interest in the field of communications within the public sector, but not otherwise qualifying for regular membership.

IV. Rights of Membership

Every Regular and Life Member is a voting member of the general body, eligible to serve on the CAPIO Board of Directors.

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V. Selection of Membership

Candidates are selected upon satisfactory application to CAPIO and payment of dues.

VI. Membership Dues

Dues are established by a two-thirds vote of the Board of Directors and are payable annually.

VII. Board of Directors

CAPIO activities and affairs are under the direction of the CAPIO Board of Directors, members of which are selected annually to serve in this capacity.

A. Board Composition

The Board of Directors consists of the officers, three directors-at-large and chairpersons of standing committees (if appointed by the President). The officers shall have the authority to act for the Board of Directors on matters of urgency, at the discretion of the President. The officers, elected by the membership annually, are President, First Vice President, Second Vice President, Secretary, Treasurer, Webmaster, Membership Chair and the immediate Past President. The directors-at-large, elected by the membership annually to represent the northern, central and southern regions of the state, shall have full voting privileges in the conduct of Board business. Committee chairs may be appointed by the President, shall be approved by the Board of Directors and may participate in Board business, but shall neither vote nor count in a quorum.

B. Terms

The members of the Board of Directors shall each serve a one-year term, commencing upon installation during the Annual Conference and ending upon installation of a new Board of Directors during the following Annual Conference. Any business of the Board conducted after the aforementioned term expiration must be approved by a majority vote of the newly-elected Board.

C. Duties & Responsibilities of the Directors

1. **President.** The President presides over all meetings and functions of the organization. The President is an ex-officio member of all committees. The President is the official spokesperson for CAPIO and is responsible for implementing the policies and programs of the organization. The President, along with the Treasurer and one other elected officer designated by the President and approved by the Board, shall be authorized to sign for expenditures of CAPIO funds.
2. **First Vice President** The First Vice President is responsible for coordination of the annual awards program and membership programs, as well as for organizational marketing. In the President's absence, the First Vice President shall serve as President of CAPIO.
3. **Second Vice President** The Second Vice President is responsible for coordination of the Annual Conference and other special CAPIO programs or activities that may be assigned at the discretion of the President.

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4. **Secretary** The Secretary is responsible for oversight of all published CAPIO materials, including the newsletter and website. The Secretary shall also take the minutes of the Board meetings unless otherwise assigned to professional staff, and shall assist with organizational publications as required or requested by staff or other board members.
5. **Treasurer** The Treasurer is responsible for oversight of CAPIO's financial affairs, including collection of dues and other credits. The Treasurer must countersign with either the President or another designated officer on all checks and keep financial records for CAPIO. The Treasurer reports on CAPIO's financial condition at each Board meeting and issues an annual report at the end of the Board term which shall be published and made available for public review. The Treasurer will also ensure that records are available for any audit activity as directed by the Board.
6. **Webmaster** The Webmaster is responsible for the updating and maintenance of the CAPIO internet site. The Webmaster shall provide regular updates to the site and coordinate efforts with the web designer and Internet Service Provider.
7. **Membership Chair.** The Membership Chair is responsible for maintaining the CAPIO membership list, promoting the organization and recruiting new members.
8. **Directors-at-Large** Directors-at-Large shall represent their respective regions in all matters before the Board, and shall oversee the development of programs and activities within their regions for the benefit of CAPIO members.

VIII. Powers and Authority

The Board of Directors controls all business and activities of the organization and shall set its policy. In case of Board vacancies, the President may nominate and the Board shall approve successors as necessary to serve for the remainder of a term. If a Board member misses two meetings without being excused, or is otherwise found derelict in his/her duties, the Board may remove said member by a simple majority vote of the Board.

The Board may contract for professional assistance in handling the day-to-day affairs of the organization, including meeting arrangements, finances, membership outreach and communications. Such paid professional staff shall work with the appropriate board member(s) in conducting organizational business, and shall participate in Board meetings without voting privileges.

IX. Elections

The CAPIO Board is elected annually. A nominations chair shall be appointed by the President six months prior to the Annual Conference and shall be responsible for accepting and soliciting all nominations. The chair shall present the slate of nominees to the Board of Directors for ratification prior to the distribution of ballots to the members.

It is the aim of the organization to fully represent the interests of the general membership. The officers may reside in any part of the state of California, so long as attempts are made to balance geographic and jurisdictional representation on the Board.

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- A. The northern region director-at-large shall be from one of these counties. Alameda, Amador, Butte, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Yolo or Yuba.
- B. The central region director-at-large shall be from one of these counties Alpine, Calaveras, Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Mono, Monterey, San Joaquin, San Luis Obispo, Santa Barbara, Stanislaus, Tulare, Tuolumne.
- C. The southern region director-at-large shall be from one of these counties Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Ventura.

Election of the officers and directors-at-large shall be by mail ballot to each member following slate ratification. The new Board of Directors shall be announced at the Annual Conference and shall take office upon installation at the Conference.

X. Meetings and Quorums

- A. Meetings: General membership meetings shall be held at least once a year. Board meetings may be held more frequently. An Annual Conference shall also be held each year, unless circumstances preclude it, as determined by the Board.

General membership meetings may include administrative elements such as Board minutes, financial reports, notations of upcoming sessions, affiliate grants, award opportunities, legislative issues, educational sessions and workshops, input from attendees, food or other refreshments, etc.

Board meeting business shall include approval of the annual budget, approval of all matters pertaining to the Annual Conference not left to the discretion of the Second Vice President, as approved by the Board, and consideration and approval of other policies or actions deemed beneficial to the organization.

- B. Quorums A quorum for the purpose of conducting business at a general meeting of the membership shall require the attendance of a minimum of 25% of the voting members and a simple majority of those voting shall be required to carry.

A quorum for the conduct of Board meetings shall consist of a simple majority of the total number of voting members of the Board whose majority vote shall determine policy. At a meeting at which a quorum is initially present, an action may be taken by a majority of the required quorum even though a quorum is no longer present at the time of the vote.

XI. Communications

The CAPIO newsletter and website are two essential tools that shall be used to enhance communication with, encourage the highest level of professionalism of and provide additional information to CAPIO's membership statewide. The CAPIO newsletter shall be produced and distributed no less than quarterly, and the CAPIO website shall be maintained and updated as frequently as necessary to ensure that members and other visitors receive timely and useful information about the organization and other matters of interest to those in the field of communications.

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XII. Amendments

These By-laws may be amended by a majority vote of ballots received from Regular and Life Members, with the proposed amendment(s) and ballot having been mailed to the membership at least 45 days in advance of the voting deadline and with the concurrence of the Board as a whole.