

**California Grand Jurors' Association Board of Directors Meeting**  
**November 24, 2020**  
**MINUTES**

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**A. Call to Order and Roll Call**

The roll was taken, and the meeting began at 3:00 PM.

Present: Directors, Marsha Caranci, Bernadette Cheyne, Janet Clark, Bob Finlayson, Travis Gibbons, Tim Hafner, Joann Landi, Lou Panetta, Barbara Sommer, Ron Zurek.

Absent: Shirley Boracci (excused), Jim Ragan (excused).

Quorum is present.

Others present: Karen Jahr, Chair BPRC and LLRC; Lloyd Bell, Chair ACC, Jerry Lewi, Interim chair, PRC.

**B. Agenda and Comments**

B-1 Agenda Approval: Panetta

Board members unanimously approved the agenda.

B-2 CGJA Member Comments - none

**C. Consent Items**

C-1 Approve Regular Board Meeting Minutes, 10/27/20: Panetta

C-2 Acknowledge Committee Minutes and other documents in 11/24/20 meeting packet: Panetta  
Board unanimously approved the consent items.

**D. Officer and Committee Chair Reports** – see committee minutes in packet for details on current activities

D-1 **President's Report** (Ragan) – absent

D-2 **Officer Reports**

Vice President (Panetta) – filling in for the president, Panetta updated the board on Ragan's current condition, which appears to be improving. Ragan would like to have the board retreat in mid-December. Ragan's absence as chair for PRC will be filled in the interim by Jerry Lewi and for MCRC by Diane Lloyd.

No board meeting in December.

Treasurer (Gibbons) – no report.

Secretary (Sommer) – requested roster updates be sent to her.

D-3 **Legal and Legislative Resources Committee (LLRC)** – no report.

D-4 **Public Relations Committee (PRC)** – Lewi said that the CGJA history on the website was 20 years out of date. He and the committee are working on an update to be sent to the board after the next PRC meeting. He requested that committee chairs check it for accuracy with regard to their histories and requested that LLRC pay particular attention with regard to the three legal issues covered.

D-5 **Membership Relations Committee (MCRC)** – the Interim chair, Diane Lloyd, was unable to attend the meeting. However, she provided the following statistics from the database manager (Hoffman).

CGJA membership as of **October 31, 2020**

2020 Active member goal	285		
2020 Cumulative active members as of Oct 31 10/31)(removed 3 deceased)	277	(6 expired)	
Renewals	117		
Lifetime	14	Removed 2 deceased	
New	43		
IM conversions or former IMs	25		
September 2020 membership activity			
Renewals	3		
New Lifetime	0		
New (non-IM)	1 (current juror)		
IM conversions or former IMs	1 (current juror)		
Total	5		
2020 Cumulative non-renewals to date	73		
2019-20 Cumulative IMs to date			
	Old	431	
	New	137	586

D-6 **Training Committee (TC)** – Caranci said the first legal adviser’s workshop (for county counsels and district attorneys) was held last week and was very successful. The second one is next week. The committee is still running the fall report writing workshops. In January, they will begin training sessions with newly appointed grand juries. Usually, January is slow. That will not be the case in 2021 which is providing a very busy calendar.

Hafner asked how long we have been offering legal advisor workshops. Jahr said since 2016.

D-7 **Finance Committee (FC)** – Zurek said the committee is seeking an assistant treasurer, particularly for succession planning. Person needs some financial ability along with QuickBooks skill. Let him know if you have any suggestions. He will send recruitment information for the December *Journal*.

The annual appeal will be made again this year. The appeal letter will be mailed on Friday to all regular members. A week later, the committee will send an email appeal. There was some discussion as to whether the email appeal was being sent too soon. The appeal does not go to Introductory Members and the follow-up email will acknowledge the mailing and point out the efficiency of an online donation. The consensus was to stay with the committee’s plan.

D-9 **Awards Committee (AC)** – no report.

D-10 **Annual Conference Committee (ACC)** – Bell said the committee is still planning for an in-person conference. They have lined up a keynote speaker – the CEO of the California Special Districts Association.

D-11 **Bylaws & Policy Review Committee (BPRC)** – there has been nothing to review.

- D-13 **Technology Committee (Tech)** – No report. Finlayson asked about a possible need for a third Zoom account. Caranci said the current situation looks okay. She will let the committee know if they reach the point of needing three accounts.

Gibbons asked if the renewal to GoDaddy was for three years. Zurek confirmed. Zurek also pointed out that the Zoom password and meeting number will change after the first of the year. He will notify the board as the date nears.

**E. Action Agenda**

- E-1 **Approval of the 2021 budget** [Motion made by Gibbons, seconded by Clark]

Discussion: Zurek said all the committees received what they requested. Expenses are \$1,983 above income. The budget is the best guess for next year and we are likely to be okay over time. If needed, it can be balanced with the rainy-day fund.

Caranci said she was very unsure about the training numbers; that things change every day. Because of Zoom, there might be a profit.

Bell stated that the annual conference budget might have a deficit if there is a decrease in attendance. The situation becomes more problematic as we reach cutoff dates.

Panetta pointed out that \$3,000 of the Tech budget was for making the website more robust. However, the amount a guess that will be scrutinized more closely in January.

Jahr asked about the WebEx amount, paid through February. Zurek said the Zoom expense is covered in that line item and the WebEx is gone.

The motion passed, 10-0-0, by voice vote.

- F. Director Comments** – Hafner thanked all present for work done. He is glad to be part of it. Panetta pointed out Hafner’s video performance contribution.

**G. Adjournment (3:33 PM)**

Respectfully submitted,  
Barbara Sommer, Secretary