

Approved 10/27/13

California Grand Jurors' Association
Board of Directors Meeting—September 24, 2013

MINUTES

A. Call to Order & Roll Call

The roll was taken, and the meeting began at 7:00 PM.

Present: Directors Boultinghouse, Caranci, Greenberg, Hern, Jahr, Lynberg, Monaco, North, Ragan, Trautman (president); FDC Chair Shepp

Absent: Directors Hoffman, Mufson

B. Agenda and Comments

B-1 Agenda Approval: Trautman

Boultinghouse moved, Hern seconded, and the Board unanimously approved the agenda as submitted.

B-2 Member Comments

Trautman confirmed what he had previously sent by email that Dan Mufson resigned as chair of the Membership Relations Committee and that Trautman appointed Beate Boultinghouse as the new committee chair. Trautman also reminded standing committee chairs that we need their annual committee reports for the Annual Conference program book by September 27.

C. Consent Items

C-1 Approval of the CGJA Board Minutes, 08/27/13: Ragan

C-3 Acknowledgement of Executive Committee Minutes, 09/03/13, in the 09/24/13 board meeting packet: Ragan

C-3 Acknowledgement of Committee Meeting Minutes in the 09/24/13 board meeting packet: Trautman

Boultinghouse moved, Greenberg seconded, and the Board unanimously approved the three Consent Items with one small change to C-1, Board Minutes of 08/27/13. Under item D4, 32 (rather than the recorded 13) government officials attended CGJA training in July and August.

D. Standing Committee Chair Reports

D-1 Legal and Legislative Resources Committee (LLRC)

Chair Jahr said that the LLRC is now responding to question #42 for 2013. When questions are answered, copies go to all directors and TC members.

D-2 Public Relations Committee (PRC)

Chair North said that the PRC meeting minutes contained in the Board meeting packet reflect what the committee has been doing. Of the 961 emails sent to past Introductory Members (IMs) on September 23, already 350 had opened the message, with zero bounce. That's a 39% opening rate, with a 25% put through to the Journal.

D-3 Membership Relations Committee (MRC)

New Chair Boultinghouse reported:

- ⑨ We have four county chapters that have fallen below the minimum CGJA-membership level: Glenn, Stanislaus, Sutter, and Placer. She will follow up with each to determine their situations.
- ⑨ We have a new CGJA member from Plumas County, the first person in that county to do so. TC will follow up with this person with the hope of getting more members and perhaps a chapter.
- ⑨ The next Bay Area Regional Meeting will be on November 16. The next San Joaquin Valley Regional Meeting will be on December 6. She will work with representatives from those areas to determine the calendar for 2014. She will also work with members in the Sacramento area to get a regional going there. Greenberg said that the venue of the San Joaquin Valley Regional Meeting will move from Fresno to Visalia at the site of the grand juror training workshops.

D-4 Training Committee (TC)

Chair Caranci said that the TC meeting minutes contained in the Board meeting packet reflect what the committee has been doing. Since the committee meeting, TC has received a few additional registrations for the Report Writing Workshops. She has emailed all counties that haven't yet registered people. It looks like we'll have another successful workshop season. Subcommittees are now at work revising the curriculum.

D-5 Finance Committee (FC)

Chair Monaco presented highlights of the FC's work over the past month.

With regard to tax-exempt status, we are waiting to get an updated printout of all CGJA chapters from IRS that we asked for.

The CGJA 2014 budget planning process has started.

D-6 Awards Committee (AC)

Trautman said:

There will be two Special Recognition awards to be made at the Annual Conference dinner on October 28. There will also be a Special Recognition award for Dan Walter, keynote speaker, on October 29.

The EIR and EIR Media Subcommittees have announced to Trautman the winners. They have also announced to Trautman the winner of the Angelo Rolando award. The AC has been working with Trautman to upgrade the presentations of these awards to make them more meaningful. This is trial for this year to see if it is beneficial.

Ad-Hoc Committee Reports

D-7 Annual Conference Committee (ACC)

Trautman reported the schedule for the Board at the Annual Conference. On Sunday afternoon, October 27, 1:00 PM, there will be a box lunch for Board members. The Board meeting will start between 2:00 and 2:30 PM. On Monday morning, October 28, the Presiding Judge of the Superior Court will swear in the new Board.

Co-Chair Shepp reported:

- The deadline for hotel reservations is September 27. The deadline for conference registration has been extended to October 11.
- 115 room nights have been reserved. Our goal was to get to 110. We increased the goal to 120. The conference registration number is 77, with 15 guests. Our goal is 80 conference registrants.
- The final deadline for hotel reservations to receive material for the program is September 27.
- The final AC meeting before the conference is October 1. We're in the countdown mode.

D-8 Education Committee (EC)

Chair Boultinghouse said that EC is still trying to get meetings with local educators to figure out from the local perspective the best way to get into the schools with some kind of curriculum about grand juries. Boultinghouse said that the booklet about the grand jury system would be a great "leave behind" as we meet with educators. We might want to put the cost in the budget for the Education Committee.

D-9 History & Archives Committee (HAC)

No report.

D-10 Fund Development Committee (FDC)

No report.

D-11 Nominations-Election Committee (NEC)

Chair Boultinghouse reported that the San Mateo League of Women Voters will do the ballot count for the 2013 Board election. As of this date, 175 ballots have been received (out of 330 mailed). The deadline is October 1. On October 2, Catherine McKown and Joann Landi will witness the count. The results will go to

Trautman and Boultinghouse. McKown and Marilyn Reingold of the Tellers Committee will announce the results at the Annual Meeting. Diane Lehman had to withdraw from the committee for personal reasons. The League of Women Voters will retain the ballots for nine months under lock and key.

E. Action Agenda

- E-1 **Confirm the President's appointment of Diane Dame' Shepp as Chair of the Annual Conference Committee (ACC) as a Standing Committee of CGJA.**

Motion approved unanimously.

- E-2 The motion, carried over from August 27 made by Trautman: **The Board will commence the process to decide whether the Jack Zepp Lifetime Achievement Award shall be made this year and if so, to whom.**

There was general consensus not to make the award this year.

The new motion: **to make no Jack Zepp Lifetime Achievement Award in 2013.**

Motion approved 9 yes, 1 no, 0 abstention (9-1-0).

F. Directors' Brainstorming Session

Trautman presented an initial list of brainstorming topics for the Board retreat on October 27, to which some Board members added:

- Director collegiality – how we deal with and treat each other. Should committee chairs meet once a month?
- Adding a page to the web site of basic information for new jurors: what they need to know. This is a perfect way for the chairs of two committees, LLRC and PRC, to work together.
- Encourage chapters to conduct juror orientation programs rather than do training.
- How our training program is run.
- Someone supporting Caranci in administering the training program.
- Education about the grand jury in the schools.
- Getting Board members in front of the members more: e.g., Board members attending regional meetings, Board members going to chapter meetings.
- CGJA/Chapter relationships.
- Fundraising priorities revisited.

Boultinghouse will put together a list for the retreat.

G. Adjournment (8:02 PM)

Respectfully submitted,
Jim Ragan, Secretary