

California Grand Jurors' Association Board of Directors Meeting

February 27, 2018

MINUTES

A. Call to Order and Roll Call

The roll was taken, and the meeting began at 7:02 PM.

Present: Directors Andi Winters (president), Lloyd Bell, Medsie Bolin, Travis Gibbons, John Heckel, Larry Herbst, Rich Knowles, Jerry Kunkle, Joann Landi, Lou Panetta, Jim Ragan, Barbara Sommer

Absent: Kathy Wylie

B. Agenda and Comments

B-1 Agenda Approval: Winters
Board members unanimously approved the agenda.

B-2 CGJA Member Comments
None

C. Consent Items

C-1 Approve Regular Board Meeting Minutes, 02/27/18: Ragan

C-2 Acknowledge Committee Minutes and other documents in 03/27/18 meeting packet: Winters

The Board unanimously approved the consent items with an accepted minor grammatical change to the board minutes.

D. Officer and Committee Chair Reports

D-1 President's Report (Winters)

Winters said:

- The issues raised by member Earl Heal reported on at the January board meeting will be on the agenda for the April 15 board retreat.
- The retreat this year will be in the Hampton Suites next door to our usual venue (Holiday Inn Sacramento Airport Natomas). We will start at 8:30 AM. Current additional agenda items are the public education committee and membership. Other items are welcome.
- The latest eBlast has gone out to Introductory Members. An error occurred in not distributing it to board members beforehand.

D-2 Officer Reports

Vice President Bell – no report.

Treasurer Bolin said that she would answer questions about the financial statements presented in the meeting information packet. There were no questions.

Secretary Ragan – no report.

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

D-4 **Public Relations Committee (PRC)**

With respect to the board's January decision to publish the Journal only electronically (with certain exceptions) after the February edition, Chair Ragan said that there has not been any negative feedback. He added that we will continue to send print copies to the three members who do not have email addresses, and that in transmitting the electronic version we will ask recipients to let us know if they are having any difficulty downloading the edition. PRC will discuss whether we might publish and distribute the print edition one more time – in April. Knowles asked if we might mail the print version to everyone one more time. Ragan responded that he would have to look at whether we have the budget to do that. Ragan said that the board's decision was to case the print edition (again, with exceptions) after the February edition – but he would discuss it with PRC.

Winters asked about archiving the editions of CGJA News on the website. Herbst responded that we have archived editions of CGJA News on the website for several years. But, some editions that do not go to the entire membership may not be appropriate for the archive. PRC's decision was not to post editions that do not go to the entire membership.

Herbst said that the two new training videos (dealing with Continuity and Jail Inspections) are now uploaded to the website in Apple and Windows versions.

D-5 **Membership Relations Committee (MRC)**

Chair Knowles said that MRC will now issue membership cards for all new members and renewals.

D-6 **Training Committee (TC)**

Reporting on behalf of Chair Caranci, Vice Chair Bolin said that the TC is in full preparation for the upcoming training season.

D-7 **Finance Committee (FC)**

Chair Bell said that CGJA tax information has been submitted to our accountant. The Yolo County dissolution of assets check has been received in unrestricted donations. FC is still awaiting word on the status of Yuba County's assets, if any. The treasurer's procedures have been formulated and passed to BPRC for review.

D-8 **Nominations-Elections Committee (NEC)** – No report. Committee members to be ratified in this meeting.

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

D-10 **Annual Conference Committee (ACC)**

Chair Bell said that we are close to determining registration fees for the 2018 conference, which should be on par with that of 2017. Only one question remains: should wine be on the table or not at additional cost for all to be included in registration fee? Heckel said that consideration should be given to those who don't drink wine. Bell said that the registration form should be finalized at the March ACC meeting.

D-11 **Ad Hoc Bylaws & Policy Review Committee (BPRC)** – no report.

D-12 **Finance Review Committee (FRC)** – no report.

D-13 **Public Education Committee (PEC)** – no report.

D-14 **Ad Hoc Fundraising Work Group (FWG)**

Chair Herbst said that the work group held its first meeting in January. Members discussed three action items: general fundraising, specific-activity fundraising, and no fundraising. He said that grants for specific projects provide the best opportunity, with a potentially reasonable return on investment. A work group member (Katherine Niederfrank) has grant-writing experience. One opportunity is to seek funds for a specific project to educate the public about the grand jury. Other examples are funding additional training videos, paying back website development and scholarships. Herbst said that he and Niederfrank are doing feasibility research focusing on five to ten foundations. The intent is to bring a specific proposal to the board. Herbst asked for feedback.

E. Action Agenda

E-1 **Ratify the president’s appointments of Lou Panetta as chair of the Nominations-Elections Committee; and Lou Panetta, Jim Ragan, and Ron Zurek (Southern Region); Joann Landi and Karin Hern (Central Region); and John Heckel and Marsha Caranci (Northern Region) as committee members.** [Motion made by Winters, seconded by Herbst]

Winters said that Policy 11.002 requires the board of directors to ratify the president’s appointments of the chair and members of the Nominations-Elections Committee (NEC) each year. That policy and Article 5 of CGJA’s Bylaws provide that the committee will be comprised of at least six members: two members from each region, one of whom is a director and the other a non-director.

The motion passed unanimously, 12-0-0, by voice vote.

F. Director Comments:

None.

G. Adjournment (7:45 PM).

Respectfully submitted,
Jim Ragan, Secretary