

## California Grand Jurors' Association Board of Directors Meeting— June 28, 2016

### MINUTES

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#### A. Call to Order and Roll Call

The roll was taken, and the meeting began at 7:08 PM.

Present: Directors Karen Jahr (president), Lloyd Bell, Medsie Bolin, Marsha Caranci, Rich Knowles, Jerry Kunkle, Joann Landi, Jerry Lewi, Jim Ragan, Mac Small, Barbara Sommer, Andi Winters

Absent: None

#### B. Agenda and Comments

B-1 Agenda Approval: Jahr

The Board unanimously approved the agenda with one change: flipping the order of action items E-1 and E-2.

B-2 CGJA Member Comments

None

#### C. Consent Items

C-1 Approve Regular Board Meeting Minutes, 05/24/16: Ragan

C-2 Acknowledge Committee Minutes and other documents in 06/28/16 meeting packet: Jahr/Ragan

The Board unanimously approved the consent items with one spelling correction to item C-1.

#### D. Officer and Committee Chair Reports

D-1 **President's Report (Jahr)**

President Jahr said that it has been a busy month for many Board members in preparing for the training season starting later in the week. She added that she has been busy working in the new Legal Advisors' Workshop and doing the paperwork that the State Bar requires for a provider to give MCLE credit for the workshop.

Jahr also asked for and received Board member input on responding to the letter received from the Grand Jurors' Association of Orange County regarding SB 1292.

D-2 **Officer Reports**

**Vice President Bell.** No report.

**Treasurer Bolin.** No report. Knowles asked whether the WebEx expenditure is over budget. Bolin said that it is not.

**Secretary Ragan.** No report.

**D-3 Legal and Legislative Resources Committee (LLRC)**

Vice Chair Jahr referred directors to the LLRC May 18 meeting minutes. She added that updated FAQs have been posted on the website.

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

Chair Ragan said that 88 news articles about grand jury reports have been posted this month thus far on the website news blog. Caranci commented that the Journal looks good. Bolin said that two membership renewals have come via the membership form in the Journal.

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

Chair Knowles said that MRC did not meet in June. One issue that the Board should address is processing associate memberships. Currently, our bylaws require Board approval of each associate member. But there are no criteria. Recently, one person applied on our website to become an associate member, paying the required dues. There was no Board approval. There was general agreement that MRC should address this issue and propose an appropriate action to the Board.

Caranci asked for membership renewal numbers before the August meeting. Knowles said that he has called individuals personally with respect to renewals with some success. There have only been a few conversions from introductory to voting membership. He said that he thinks that membership numbers are up. Bolin added that, this month to date, there have been 20 renewals, 2 introductory member conversions, and 4 new memberships.

Caranci asked if we are giving introductory member contact information to chapter presidents. Sommer said yes. We should automatically provide this data to chapter presidents.

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

Chair Caranci said that we will provide a one-day training session in Alpine County this year. The county will pay the costs.

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

Chair Bell referred Board members to the financial reports and the upcoming procedural actions (E-3, E-4).

**D-8 Nominations-Elections Committee (NEC)**

NEC Chair Lewi referred Board members to the upcoming procedural actions (E-1, E-2).

**D-9 Awards Committee (AC)**

AC Vice Chair Landi reported that the AC is in full function mode for this year's award season.

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

Chair Bell reported that the next Journal will include the annual conference's registration form and other information.

**E. Action Agenda**

**E-1 Approve use of League of Women Voters of North Orange County for ballot counting at the cost of \$225.** [Motion submitted by Lewi]

*Reason for proposed action.* Since this election is non-competitive, consideration was given to save the cost of having the LWV do the counting. But other considerations over compensated that saving, and the committee recommends using the League for this year.

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

**E-2 Approve 2016 director election ballots.** [Motion submitted by Lewi]

Knowles suggested some editorial changes. Lewi accepted an amendment to allow minor non-substantive changes to the ballot at the discretion of NEC.

**The motion, with the accepted amendment, passed unanimously, 12-0-0, by voice vote.**

**E-3 Approve the Legal & Legislative Resources Committee expense item that exceeds Board-approved budget.** [Motion submitted by Bell]

*Reason for proposed action.* The Legal & Legislative Resources Committee is responsible for funding the printing expense of the Compendium. Recently updated, the number of Compendiums printed increased from the usual 60 to 90 copies due to the need for extra copies required for the Legal Advisor's Workshop participants. The printing invoice totaled \$1,970.20, which exceeds the budgeted amount of \$1,200 by more than 10% or \$500. CGJA Policy 5.004 A. states that the CGJA Treasurer shall seek Board approval for payment of any expenses that exceed 10% of the Board-approved budget for that general category or \$500, whichever is less.

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

**E-4 Approve the internal transfer of \$15,000 from the Rainy Day Fund to the Training Reserve Fund.** [Motion submitted by Bell]

*Reason for proposed action.* This is a cash flow issue to enable the treasurer to conduct business in the upcoming high transaction period with more trainers on assignment and vendors tending to pay training invoices later. All funds transferred out of the Training Reserve Fund (used to pay up front expenses during the early part of the training season) will be replenished as training income comes in during the second half of the year.

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

E-5 **Approve Henry Rose as an Associate Member.** [Motion submitted by Knowles]

*Reason for proposed action.* CGJA bylaws require Board approval of associate members.

There was discussion with respect to approving this applicant. There was consensus that the Board needs criteria for approving associate members (see D-5 above).

**The motion passed, 7-4-1, by roll-call vote.**

E-6 **Approve recognition of outstanding contributions to CGJA.** [Motion submitted by Caranci]

This was a substitute motion intended to surprise the proposed recipient. It succeeded. The amended action is:

**Approve Karen Jahr as a recipient of the Lifetime Achievement Award, to be formally presented at the Annual Conference in Sacramento on November 5, 2016.**

*Reasons for this proposed action* (as presented to support the substitute motion).

Those who contribute in a substantial way to further the goals and purposes of CGJA should be formally recognized for such contribution. The Lifetime Achievement Award is presented to recognize the highest level of achievement by a CGJA member.

Karen Jahr represents the best in volunteerism. She has worked tirelessly for the organization, first in her role as a CGJA Trainer, then as a member of the Training Committee and as Chair of the Curriculum Subcommittee, where she has contributed to substantive revisions and improvements to the CGJA training program. She has recently developed a workshop for legal advisors. Karen has presented almost every topic in our training program, always stepping up where there is a need, and serves on three of the Training Committee's subcommittees.

Karen was quickly tapped by Bill Trautman as a member of the Legal and Legislative Resources Committee, and became its chair in 2012. She still serves as vice chair and has been instrumental in writing and updating the FAQs on the CGJA website.

In 2013, Karen became Vice President of CGJA, and in October of 2014 was unexpectedly asked to assume the Presidency upon the resignation of the then-appointed president. She was then elected to the office in November of 2014, and has worked non-stop since, devoting her time, resources, and knowledge to our organization. Her tenure began with much controversy within the organization as to how the Directors interact with members and chapters. Under Karen's steady leadership, and working with chapters and new directors and officers, the organization recovered from a tough time and has grown steadily stronger.

In the fall of 2015, CGJA found out that legislation was being proposed that would drastically change the way grand juries release reports. Karen immediately got involved with the sponsoring organization and successfully negotiated changes to

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the proposed legislation that would improve it significantly. She went to Sacramento on two occasions to meet with legislators and promote the proposed changes. The bill ultimately failed, but had it passed, it would have caused a change in the law that grand juries could have lived with.

It would be with deep appreciation and respect that the CGJA Board of Directors would be able to present the Lifetime Achievement Award to Karen Jahr at the conclusion of her term as President.

Vice President Bell became chair of the meeting to facilitate the discussion and conduct the vote.

**The motion passed, 11-0-1, by voice vote.** Jahr abstained.

She then expressed her gratitude for giving her this most prestigious award.

**F. Director Comments**

None.

**G. Adjournment (9:01 PM).**

Respectfully submitted,  
Jim Ragan, Secretary