

## California Grand Jurors' Association Board of Directors Meeting

October 24, 2017

### MINUTES

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

The roll was taken, and the meeting began at 7:01 PM.

Present: Directors Andi Winters (president), Lloyd Bell, , Larry Herbst, Karen Jahr, Rich Knowles, Jerry Kunkle, Joann Landi, Lou Panetta, Jim Ragan, Barbara Sommer; Training Committee Chair Marsha Caranci

Absent: Medsie Bolin, Kathy Wylie (excused)

#### 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, 09/26/17: Ragan

C-2 Acknowledge Committee Minutes and other documents in 10/24/17 meeting packet:  
Winters/Ragan

The Board unanimously approved the consent items with minor editorial corrections to the board meeting minutes.

#### D. Officer and Committee Chair Reports

##### D-1 President's Report (Winters)

Winters announced that the board will preview the new website at the retreat on October 29. She complimented Sommer on the October Journal. She updated board members on how the Napa and Sonoma fires had affected people associated with CGJA: former board member Dan Mufson lost his Napa home to the fire; the Napa home that Dorothy and Bill Trautman (former CGJA president) prior to his death burned to the ground, but Dorothy have moved to Oakland the year before; trainer Bob Bianco and his wife had to evacuate their Calistoga home twice, but it was ultimately spared; and the Sonoma County Grand Jury was evacuated – but spared.

##### D-2 Officer Reports

**Vice President Bell** – no report.

**Treasurer Bolin** said that she would answer questions about the financial information presented in the meeting packet. There were none.

**Secretary Ragan** – no report.

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

Chair Jahr said that LLRC did not meet in October because there was no quorum. Members were addressing committee procedures via email. She said that LLRC had replied directly to 10 inquiries in 2017 and that trainers had replied to 29. They are permitted to do so if the information for the reply is in the training manuals. Altogether, there has been about one inquiry per week.

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

Chair Ragan announced that Ron Zurek is now the assistant webmaster. He then pointed out that a recent article in the San Francisco Chronicle pointed out that previous grand jury reports by and Napa and Sonoma County grand juries had found fire protection planning to be inadequate.

Webmaster Herbst updated the board on transitioning to our new website. The transition is almost complete. Herbst and Zurek are working with Elevation on home-page and interior-page defects. They expect all to be corrected later this week. The demonstration at the board retreat on October 29 will mainly focus on navigation and linkages of the home page. He concluded, "we have achieved our objective with respect to the program portion of the website." The one remaining item is the store. Dianne Hoffman is now working on it. Once we can validate the store, Larry said, we will accept full responsibility for the website. It will then take another few weeks for Herbst and Zurek to implement all the changes and input that have occurred on the old website since the transition began.

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

Chair Knowles said MRC didn't meet in October because there was no quorum. He said that he was finalizing the agenda for the chapter officers' meeting on October 29. He reported a question from Sonoma County: given the devastating fires here, what can/should the grand jury do when the county is so focused on public safety issues?

Still unresolved issues with respect to the Chapter Formation Guide concerned some board members. Knowles said that he is working with Karin Hern to resolve them.

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

Chair Caranci said that the TC adopted its procedures and budget. The first of the Report Writing Workshops began on October 23 in Bakersfield. TC will produce two new training videos – on jail inspections and continuity – in Monterey before the Annual Conference.

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

Chair Bell said that 2018 Budget worksheets have been sent to standing committee chairs. They are due back to FC by December 1. The annual filing with California Franchise Tax Board was completed October 4 using info provided to IRS on the CP 119 report. The Los Angeles chapter closed, forwarding about \$2,200 left in their treasury to CGJA.

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

No report.

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

Chair Landi said that AC has submitted its draft procedures to BPRC for review.

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

Chair Bell reported the following:

- For 2017: Currently 62 paid registrations and expect 82 dinner guests. Operating in the black, finally. Destination location is a draw.
- For 2018: Committee quickly investigated Embassy Suites San Luis Obispo, Wyndham in Visalia, and Tahoe Resort Hotel in Lake Tahoe, CA. Financials favor Lake Tahoe, a destination location. SLO and South Lake Tahoe financials similar to 2017 financials. Visalia is a bargain, but not flashy.
- Seeking board consensus for ACC to begin working toward a more targeted proposal from Tahoe Resort Hotel.
- Alert board that we may propose the meeting be held late September/early October to beat the snow.
- With board consensus, will begin working on next year.

**D-11 Ad Hoc Bylaws & Policy Review Committee (BPRC)**

Chair Jahr said that BPRC continues to review all committee procedures with respect to consistency with state law, the CGJA Bylaws, and the CGJA Policy Manual. Once BPRC completes the review, each committee's procedures will go to board members for information and to the board secretary for establishing the accessible record.

**D-12 Finance Review Committee (FRC)**

No report.

**D-13 Public Education Committee (PEC)**

No report.

**E. Action Agenda**

**E-1 Ratify the president's appointment of Ron Zurek to the Finance Committee.** [Motion made by Winters, seconded by Kunkle]

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

**E-2 Ratify the president's appointment of Jim Ragan to serve a one-year term on the board of directors and to continue to serve as secretary during that term.** [Motion made by Winters, seconded by Bell]

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

**F. Director Comments:**

None.

**G. Adjournment (7:50 PM).**

Respectfully submitted  
Jim Ragan, Secretary