

California Grand Jurors' Association
Board of Directors Regular Meeting – March 24, 2009
MINUTES

Call to Order & Roll Call:

The roll was taken at 7:03 P.M. and the meeting began at 7:04 P.M.

Present: Bardell, Caranci, Chesny, Hern, R. Hoffman, W. Hofmann, Landi, Lewi,
Masini, McKown, Noce, Sitton
Absent: D. Hoffman(ex), Johnston, Lazenby(ex), Wylie
Chairs: Mainland-MRC
Also: Linda Baker

The President informed the Board that CGJA member Owen Haxton's wife passed away on March 22nd.

Agenda Approval:

Director Lewi asked that Consent C-5 be moved to the Action Agenda. The President removed items E-3 and E-4 from the agenda. A motion was made by Director McKown seconded by Director Hern and passed unanimously by voice vote to approve the agenda as amended.

Member Comment(s): None

Consent Item

- C-1 Approval of minutes of Board Meeting, February 22, 2009: Landi
- C-2 Approval of Notes of Retreat Meeting, February 22, 2009: Landi
- C-3 Approval of Minutes of Special Board Meeting, February 24, 2009: Landi
- C-4 Approval of Minutes of Special Board Meeting, February 25, 2009: Landi
- C-6 President's letter to non-renewals 2007& 08 via email and attachment: Noce

A motion was made by Director Hern seconded by Director Landi and unanimously passed by voice vote to approve the consent items. Director Bardell abstained since she was not at the February 22nd meeting.

Officer and Committee Chair Reports: Any minutes submitted by a committee were in the meeting packet.

D-1 Legislative (LAC)-Lazenby: Chair has circulated an invitation to the members of LAC to meet on the second Tuesday of the month. So far she has only received a response from two members.

D-2 Public Relations Committee-Lewi: Tomorrow is the deadline for the Journal. This is the issue when we include the year end financial report. However, since the report will not be ready, we will insert a note in the Journal to watch for the report on our

website. Director Hern will submit a Nominations-Elections Committee article. The Osher course at Cal State Bakersfield was cancelled; will try to reschedule. The course at UCLA Chapter has high interest level.

D-3 Membership Relations Committee-Mainland: No report.

D-4 Training Committee-Avera: No report.

D-5 Nominations-Election Committee-Hern: There will be a report in the next Journal regarding the upcoming election and the deadline for candidates.

D-6 Annual Conference Ad Hoc Work Group-Lewi/McKown: Director Lewi reported that we are close to selecting a hotel and setting the date. We are looking at the Doubletree with an \$84.00 per night room charge. With enough room nights booked, CGJA would not have to pay for the meeting room. The Conference is scheduled for October 29-30; Retreat October 31. The Sacramento Chapter has begun to seek and invite speakers. Meredith Avery will be on the Work Group and has agreed to put the conference booklet together. If anyone would like to participate, please contact Director Lewi. The President reported that we have received an official application from the San Diego Association to host the 2010 Conference.

D-7 Publications Work Group-Sitton: Starting to work on a format for the Daye Index.

D-8 Litigation Committee-Hern: We have received our bill for February service. We have requested that the deposit be used to cover this outstanding amount. Our counsel, now an Associate Member, graciously deducted 4 hours of his mediation time. It is anticipated that the deposit will satisfy all amounts due.

D-9 Review Committee-McKown: Director McKown reported that the Committee has been asked to perform exit interviews with former Treasurer Thomas and former Director Bolger. This will be done upon Director D. Hoffman's return from Egypt.

D-10 Angelo Rolando Ad Hoc Committee-Mason: No report.

D-11 Executive Committee-Noce: No report.

D-12 Steering Committee-Noce: No report.

D-13 CGJA President Noce: The President informed the Board that CGJA has received (via Director Lazenby) a bequest from Jack Zepp's estate. The President will send a letter of appreciation to the estate in care of Jack's wife. It is not clear if this is a restricted donation.

John Mainland reported that the Board of Equalization matter has been taken care of; however, they would not waive the \$50 reinstatement fee. It was also noted that the sales tax will increase effective April 1st.

Director Lewi advised the Board that in regard to changing the bulk mail permit to Thousand Oaks, he is waiting to hear from the local postmaster.

The President advised the Board that he will be out of town from March 25th through March 31st.

D-14 CGJA Vice President McKown: No report.

D-15 CGJA Secretary Landi: No report.

D-16 CGJA Interim Treasurer Mainland: Mr. Mainland reported that Quickbooks has been paid for an additional year and we have increased the number of authorized persons to make entries into the system. There are now 10 authorized to access Quickbooks. In response to a question from Director Landi, the access in some cases is limited to the person's specific area of tasks. Mr. Mainland is now attempting to bring the accounting system up to date with the goal of being able to prepare a financial statement which can be posted on the website. Former Treasurer Thomas still has authorized entry into the system so that he can help through this period of transition.

Director W. Hofmann asked if the Board has responded to San Diego's proposal to host the 2010 conference; we have not. This matter will be placed on the April agenda. Director Bardell said that in the past, Operations sent notices to chapters and associations advising them that their region was coming up as a host region and invited them to bid on being the conference host.

Action Agenda

E-1 Approve recommended CGJA 2009 Proposed Budget

Director Caranci

Recommended Action: Approve proposed CGJA 2009 budget

Director Caranci used the President's numbers as presented in Sacramento. She also included the 2008 numbers for comparison. The budget was balanced by establishing a category for bookkeeping services in the amount of \$1,065. This budget does not take into account any donations. Director W. Hofmann seconded the motion.

Several Directors complimented Director Caranci on her budget and she provided some clarification of the \$20,000 Training Reserve.

Director Hern asked if there are any contingencies or requirements regarding the Zepp bequest. That is unknown at this time.

The proposed budget was approved unanimously by voice vote.

E-2 Approve recommendation to add wording to Expense Reimbursement Policy

Director Lewi

Recommended Action: Add a requirement that all requests for expense reimbursements be approved by the appropriate committee chair. Also suggest that reimbursement to an officer be approved by the Treasurer or President.

Director Landi seconded motion which passed unanimously by voice vote.

E-5 Approve Settlement Agreement article to be placed in the April 2009 issue of the CGJA Journal unedited

President Noce

Recommended Action: Approve the following article to be included in the April 2009 issue of the CGJA Journal:

“Statement from the CGJA President to the Membership

A Settlement Agreement was reached in mediation on February 24, 2009 in the case #CV 160915 filed in the County of Santa Cruz as Earl Heal v. California Grand Jurors’ Association & Judith Lazenby and Cross Action. Items within the agreement to be noted are:

1. CGJA acknowledges that it made errors during July 2007 regarding the requests for corporation assets related to providing information to the membership on a ballot measure.
2. Former Director Earl Heal (Heal), acknowledges that his handout of the Ad Hoc Bylaws Review Committee and its distribution during the annual conference in October 2007 was performed by Mr. Heal on the mistaken assumption that the handout had inadvertently been omitted from the Annual Conference Handbook, when, in fact, the Board did not intend to publish Ad Hoc Committee reports.
3. All parties will execute a release and dismissal with prejudice of his/her/its action without admitting to any legal liability.

This action and the language are part of the mediation settlement agreement.

The motion passed unanimously by voice vote.

C-5 Recommendation to add December 15 to the CGJA Quick Guide for the Calendar Year in the Directors’ Handbook regarding applying for Governor’s Office declaring the month of February as “Grand Jury Awareness Month”

This year we didn’t get our letter in to the Governor’s office until January 6th. The State needs a minimum of 30 days to place it on the Governor’s calendar.

Director Lewi submitted an amendment (via email) with dates to be added relative to Journal deadlines and content. The amendment to the motion was seconded by Director McKown and was passed unanimously by voice vote.

Director Bardell asked if we know how early we can make our request for the Governor to issue the proclamation. She was advised that thirty days seems to be acceptable.

The motion as amended was approved unanimously by voice vote.

Director Comments

•Director Sitton: Do we have a financial statement that indicates what our assets are? Director Lewi said that the report we should issue would include the results of last year as well as a balance sheet which would satisfy Director Sitton’s question. Director Sitton said there are cookbooks left which should be included. In response to Director Chesny, Mr. Mainland said there is a schedule of Training assets. He and Director Chesny will compare their lists.

•Director McKown thanked Director Sitton for the business cards.

•Director Lewi again reminded everyone that Journal articles are due tomorrow.

•Director Caranci asked what progress is being made regarding obtaining D&O insurance now that the case is settled. The President said we will soon be completing an application. He reported that one question deals with Director’s employment.

•Director Bardell attended a meeting today and learned that applications for the San Francisco grand jury are the lowest they’ve been in several years. She is open to any suggestions. The President reported that Kern County has 50+ applicants. Director McKown reported that over 100 have applied for the Marin County Grand Jury. Director

W. Hofmann said that San Diego publishes newspaper articles and they too, have about 100 applicants. Various ideas were discussed. Anyone with ideas should contact Serena directly.

Adjournment

A motion was made by Director W. Hofmann, seconded by Director McKown and passed to adjourn the meeting at 8:07 P.M. The next regular meeting is April 28, 2009.

Information Items Submitted Directly by Sponsor

- H-1 Daye Index status & inventory, March 1, 2009: Baker
- H-2 Response to Alpine County questions (Legislative Affairs): Lazenby
- H-3 Letter to Judith Daye regarding Day Index workgroup: Noce
- H-4 Review of CGJA Quick Guide for Calendar Year (March/April): Noce
- H-5 State of California "Statement of Information" filing 2/23/09: Landi
- H-6 Letter to County Presiding Judges re grand jury 2009 training seminars: Avera
- H-7 Committee List: Mainland
- H-8 Flooding in Norco response: Lazenby
- H-9 Palo Alto complaint response: Lazenby

Submitted by Joann Landi