

California Grand Jurors' Association
Board of Directors Regular Meeting – June 23, 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, D. Hoffman, R. Hoffman, W. Hofmann,
Johnston, Landi, Lazenby, Lewi, Masini, McKown, Noce, Sitton, Wylie
Absent: None
Also: Linda Baker

Agenda and Comments:

B-1 Agenda Approval: Noce

The President pulled Consent Item E-4 since it was not agendized in a timely fashion and because it can be discussed as a part of Action Item E-1. Director Caranci asked if the accounting invoices would be paid if E-4 is removed from the agenda. The President stated that it will be considered during E-1.

Director Lewi made a motion that an item be added to the Action Agenda; approval of the updated Grand Jury Achievement Report. This action needs to be taken in order for the report to be printed in time for the training seminars. The motion was seconded by Director Wylie. It will be added as Item E-4.

A motion was made by Director W. Hofmann, seconded by Director Hern and passed by a unanimous voice vote to approve the agenda as amended.

B-2 Member Comment (maximum 10 minutes total)
None

Consent Item

C-1 Approval of May 26, 2009 Board Meeting minutes: Landi
C-2 Approval of June 2, 2009 Special Meeting minutes: Landi
C-3 Ratify President's appointments of 2010 Annual Conference Ad Hoc Committee:
Noce
C-4 Executive Committee Director-at-large appointment: Noce
C-5 Ratify Resolution 09-01, a Resolution For Banking Policy: Noce

A motion was made by Director Hern, seconded by Director W. Hofmann and passed unanimously by voice vote to approve the consent items. Director Hern pointed out a minor correction that needed to be made to the May 26th minutes.

Director Lazenby mentioned that the final version of C-5 is the copy with signatures affixed which was circulated by the Secretary via email yesterday; Directors indicated they had received the email.

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

D-1 Legislative (LAC)-Lazenby: The Committee did not have a regular meeting but has been responding to jurors' questions; copies are generally provided in meeting packet.

D-2 Public Relations Committee (5/09 Committee Report)-Lewi: The Journal was received within 3-4 days of the mailing—a pleasant surprise. There is currently a lot of potential activity for Osher Programs.

D-3 Membership Relations Committee-Noce: The President advised that about 150 renewal notices have been mailed to members paid through June and July. There have been some renewals made. There are approximately 50 other members whose membership will expire during the remainder of the year. They will be sent reminders approximately 2 weeks in advance. He reported that only about 10 responses were received from former members. Director Lewi said that he has some address corrections and asked who is maintaining the membership list. He was asked to provide the information to the President. There was some discussion about whether or not to issue membership cards. The Treasurer pointed out that issuing membership cards would likely mean that MRC could exceed its annual budget.

D-4 Training Committee (3/16/09 minutes)-Avera: Director Caranci reported that after all the prep work, the Committee is ready for the training season. And they expect another good year. She asked that any interest forms submitted where a member has expressed interest in Training be provided to the Committee. The President said he will do that for all Committees.

D-5 Nominations-Election Committee-Hern: The Committee has met at length and has submitted a proposed ballot for ratification. The Committee agreed upon using the League of Women Voters in San Mateo County to receive and tally the results for a fee of \$150. Director Hern reviewed the various due dates.

D-6 2009 Annual Conference Ad Hoc Work Group (May 2009 Committee Report)-Lewi: The registration form was in the Journal and is on the website. The Committee will try to finalize the program in time for the next issue of the Journal. Joe Maloney of the Sacramento Chapter is working with Director Lewi in securing speakers. Director Lazenby asked that Becky Castaneda (Sacramento Court Liaison) be contacted since she has expressed interest in helping. The Secretary, as Conference Registration Chair, reported that five registrations have been received.

D-7 Publications Work Group (5/20/09 minutes & Tool Sign)-Sitton: Kits were sent to people working at the onsite trainings.

D-8 Review Committee-McKown: No report.

D-9 Angelo Rolando Ad Hoc Committee-Mason: The President said he is aware of at least one nominee. It was suggested that a list of past recipients be placed on the website. Director McKown has a list and will provide to the Board.

D-10 Daye Index Work Group (6/1/09 report)-Baker: Submitted report is self explanatory.

D-11 Archive Work Group-Noce: No report

D-12 Bylaws Review Ad Hoc Committee (5/21 & 6/11/09 minutes)-Noce: Director W. Hofmann said the next meeting will be at the home of Audrey Lynberg's on August 10.

D-13 Excellence in Reporting Work Group-Noce: The President said there have been about 5 submittals which have been forwarded to the Napa Chapter.

D-14 2010 Annual Conference-Noce: Committee ratified under C-3.

D-15 Central Information Ad Hoc Committee-Masini: The Committee has not met to discuss getting documents filed electronically on our website. We have one volunteer.

D-16 Litigation Committee-Hern: Committee met and their recommended action will be discussed item E-2.

D-17 Executive Committee-Noce: No report

D-18 Steering Committee-Noce: No report.

D-19 CGJA President (letter to Marin County Chapter)-Noce: The President reported that he has a draft of the 2008 conference transcript. A couple portions are missing and he will follow up to fill in the gaps.

D-20 CGJA Vice President-McKown: No report.

D-21 CGJA Secretary-Landi: Reported that the bi-annual SI-100 was mailed to the Secretary of State today.

D-22 Treasurer-Lazenby: The Treasurer was happy to report that we are solvent. We have recently paid \$1,236.00 for our liability insurance coverage and \$930 to the CPA for cleaning up the 2008 records. Various Directors have been making deposits to our checking account—the Treasurer must have itemization of those deposits to insure that the funds are posted properly. She asked that anyone with deposit records for deposits made March-June, 2009, which show the exact source of every dollar deposited, to submit them to her. The Board of Equalization sales tax report will be filed on or before July 31st; they just will not recognize our change to a calendar year. She reminded everyone that requests for reimbursement need to be approved by the respective

Committee Chair before the Treasurer can pay them. Director Lewi will circulate the form to be used.

Action Agenda

E-1 Request for budget increase for Administration

President Noce

Recommended Action: The Steering Committee recommends that the CGJA Board approve increasing the Administration/Bookkeeping Services budget from the original amount of \$1,065 to \$2,520 for 2009.

This item was carried over from the last meeting because of some confusion. We owe the accounting firm \$2,150 for extraordinary expenses incurred in correcting the accounting records for 2008 and preparing all tax reports for the year ending 2008.

Director Lazenby amended the motion to approve payment of the aforementioned \$2,150. That would be in addition to the proposed 2009 budget amount of \$2,520. Director Wylie seconded the amendment to the motion. Director Sitton asked if we have funds available; Treasurer said yes. The Treasurer pointed out some of the problems and complexities of the Quickbooks system. Director Bardell asked if it would help if we had a Finance Committee. The amendment to the motion passed by voice vote.

The motion as amended passed by voice vote

E-2 Ratify response to members request for membership list

Director Hern, Chair of Litigation Committee

Recommended Action: Ratify proposed response to CGJA member request for CGJA membership mailing list.

Director Hern believes we should discuss this matter in executive session after Item E-4. There was no objection.

E-3 Ratify CGJA 2009 Election Ballot

Director Hern, Chair, Nominations-Election Committee

Recommended Action: Ratify CGJA 2009 Election Ballot as proposed.

The ballot was written and reviewed by many. Director Hern would like to offer some changes that have been proposed. Reference to the Teller Committee in two places will be eliminated since we will use the League of Women Voters. There was consensus that this change is o.k. since it is only for purpose of the ballot language. However, we can certainly abide by the Bylaws in regard to the Teller Committee until it is changed, if it is, which currently states: "The President will appoint three tellers who will, at the annual meeting, verify results of the election if warranted, and report the results of the election." A second change in the instructions section of the ballot would be to change "The Teller Committee will disregard all extraneous marks on each ballot." To: "All extraneous marks on each ballot will be disregarded."

The following changes were proposed for the Ballot Measure Background section. The 3rd paragraph will read "An argument in favor of the proposed resolution is that each geographic region may have up to twice the number of elected representatives (a total of 24 Board members, 8 from each region) as was the case

prior to the 2007 election when the Board size was decreased to 12 Directors. In the 4th paragraph, delete the first two words in the first sentence.

Director Lewi called for the question. Director W. Hofmann seconded the call which was passed by the following roll call vote:

Ayes: Hern, R. Hoffman, W. Hofmann, Johnston, Landi, Lewi, Masini, McKown, Wylie
Noes: Bardell, Caranci, Chesny, D. Hoffman, Lazenby, Sitton

Item E-3 with the changes noted above passed by voice vote. Directors Bardell and Sitton voted no and Director D. Hoffman abstained.

E-4 Delegate approval of additions to the Grand Jury Achievement Report to the PR Committee

Director Lewi, Chair of PR Committee

Recommended Action: Delegate approval of additions to the Grand Jury Achievement Report to the PR Committee

Director Lewi apologized for proposing this item at such a late date. He has been struggling to get some additional items for the report so that there is an updated version ready for this year's training seminars. He recently learned about some reports at the Los Angeles Osher session. Since no one submitted the reports, Director Lewi had to write them. This item needs approval so that the report can go to press in time to be available at the seminars. A second category of report has been added. That is a provisional report where we are not sure if the recommendations agreed upon have been implemented. Director Lazenby asked if there will be any effort made to have the verified change appear more prominently. Director Lewi is open to suggestions. The motion passed by voice vote.

E-2 Ratify response to members request for membership list

Director Hern, Chair of Litigation Committee

Recommended Action: Ratify proposed response to CGJA member request for CGJA membership mailing list.

A motion was made by Director W. Hofmann and seconded by Director Hern to recess to Executive Session at 8:39 P.M. The Executive Session ended at 8:46 P.M. The recommended action was unanimously approved.

A motion was made by Director Hern and seconded by Director W. Hofmann to resume the regular meeting.

Director Comments

- Director Hern thanked everyone for their hard work and their participation.
- Director W. Hofmann suggested that between now and August, we work on an article for the Journal regarding the ballot measure. Directors W. Hofmann and Hern will draft the article.
- Director Lazenby thanked Director Johnston for her willingness to work at training. She encouraged other Directors to volunteer.

- Director Lewi said the next Journal is going to focus on the Annual Conference and recognition of the new grand juries. Director Masini asked that any photos of swearing in ceremonies, etc. be submitted as well.
- The President thanked everyone for their work.
- Director Wylie thinks that we need to put our heads together to figure out how we can get the word out using new technology to cut costs and maintain our goal of training jurors.

Adjournment

A motion was made by Director Landi, seconded by Director Wylie and passed to adjourn the meeting at 8:55 P.M. The next regular meeting is August 25, 2009.

Information Items Submitted Directly by Sponsor

- H-1 Committee List: Mainland
- H-2 CGJA Critical Dates Reminder June/July 2009: Noce
- H-3 Question-response to Solano County Grand Jury: Geiss
- H-4 Sacramento Forms New Chapter: Noce
- H-5 Questions-responses to Plumas County Grand Jury: Geiss
- H-6 Letter to Angelo Rolando Committee: Landi
- H-7 Membership Renewal letter (1): Noce
- H-8 Membership Renewal letter (2): Noce
- H-9 Question-response to GJAOC: Geiss

Submitted by Joann Landi