

**California Grand Jurors' Association**  
**Board of Directors Regular Meeting – December 15, 2009**  
**MINUTES**

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**Call to Order & Roll Call:**

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

Present: Caranci, Chesny, Haxton, Hern, W. Hofmann, Landi, Lazenby, Lewi, North, Noce, Wylie  
Absent: D. Hoffman  
Also: Meredith Avery (2010 Conference Committee Chair), Linda Baker, Dan Mufson (MRC Chair), John Sitton (Publications Workgroup Chair)

**Agenda and Comments:**

B-1 Agenda Approval: Noce

A motion was made by Director W. Hofmann, seconded by Director North and passed by voice vote to approve the Agenda.

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

**Consent Item**

C-1 Approval of 11/24/09 Board Meeting Minutes: Landi

C-2 Acknowledge approved Committee Minutes and reports in meeting packet: Noce

A motion was made by Director Lewi, seconded by Director W. Hofmann and passed by voice vote to approve the Consent Agenda.

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

D-1 Legislative Affairs Committee – Trautman: LAC Chair Trautman sent the President an email regarding the Sacramento Chapter approving their program which includes some items of concern. The LAC is seeking direction from the Board. The President will provide the Board with the email. Director Lazenby remarked that the program being undertaken by the Chapter could expose the Association to potential liability. She has submitted an inquiry to our insurance carrier but has not yet received a reply. Director Chesny asked if the Chapter has been contacted about what the nature of their investigations will be. Director Hern said it appears that the Chapter may be acting as a shadow grand jury and we should be prepared to act upon receipt of our insurance carriers advice. We will discuss this matter later in the meeting after the President has an opportunity to email the Trautman memo to the Board.

D-2 Public Relations Committee (10/21/09 minutes) – Lewi: The Committee has not met during this period so there is nothing to report.

D-3 Membership Relations Committee – Mufson: Their meeting is tomorrow. They are working on formulating a policy regarding the introductory members. Shasta and Santa Barbara are working on their paperwork relative to filing to become CGJA chapters. We can expect their submissions early next year. Director Lazenby reported that the Sonoma Chapter obtained their EIN on line which has caused considerable time for the Treasurer and President to attempt to link them to CGJA's general number. We have learned that it is best for CGJA to apply for the Chapter's EIN.

D-4 Training Committee (10/19/09 Minutes) – Avera: They will meet next week and other than that there is nothing to report.

D-5 Finance Committee – Caranci: The appointees have communicated but have not met yet. They have sent reminders to the Committee Chairs that they need their proposed budgets submitted in as soon as possible. They hope to be able to submit a proposed budget at the January meeting. Marsha explained the process and methodology being used this year.

D-6 Nominations-Election Committee – D. Hoffman: No report.

D-7 2010 Annual Conference Ad Hoc Work Group – Avery: Meredith said the Chapter had issues with the October 28-29 dates and have requested that the conference be moved up one week to October 21-22. There is a mid-term election in early November and the October 28-29 dates would hinder their ability to secure panel participants and speakers

D-8 Publications Work Group – Sitton: The membership of the Publications Workgroup is made up of reps from each of the Standing Committees. He has not heard from Standing Committees as to who will be on the Committee for 2010. There has been a lot of discussion regarding the compendium; he suggests that if we need to update it we also develop a short form of the updates for those who may have already purchased the 2008 compendium. He needs to know if there is any concern about the current information in the tri-fold pamphlet. We need more copies but he doesn't want to do that until he knows that no changes are needed. Director Hern said that the LAC is going to review the compendium and correct any errors or omissions.

D-9 Review Committee – McKown: No report.

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

D-11 Daye Index Work Group – Baker: No report.

D-12 Archive Work Group – Ed O'Neill: No update.

D-13 Bylaws Review Ad Hoc Committee – W. Hofmann: Director Hofmann said the Committee is reviewing the Bylaws; they are not going to undertake an overhaul. Board members will be contacted individually by a member of the Committee. Their next meeting is January 6, 2010.

D-14 Excellence in Reporting Work Group – Simpson: No report.

- D-15 Central Information Ad Hoc Committee – Vacant: No report.
- D-16 Executive Committee – Noce: No report.
- D-17 Steering Committee – Noce: No report.
- D-18 CGJA President – Noce: No report.
- D-19 CGJA Vice President – North: No report.
- D-20 CGJA Secretary – Landi: No report.
- D-21 Treasurer – Lazenby: Our insurance policies have been cancelled effective 12/31 and will now be based on a calendar year. The Treasurer will be appointing people to audit the Annual Conference and Training Committee finances.
- D-22 Database Manager (11/09 report) – Kenk: Monthly report is self explanatory.
- D-23 CGJA Chapter Member Award Workgroup – Vacant: No report.
- D-24 CGJA History Ad Hoc Committee – Audrey Lynberg: No report.
- D-25 2009 Annual Conference Ad Hoc Work Group – Lewi: Director Lewi has provided information to Meredith Avery which he thinks will be helpful. We have not received the final billing from the Doubletree. At this point in time, it appears we broke even.

### **Action Agenda**

- E-1 Acknowledge President’s letter to Governor  
*President Noce*  
**Recommended Action:** Acknowledge President’s letter to Governor requesting proclamation declaring the month of February as Grand Jury Awareness Month  
 Director Landi said that we need to remove the January, 2009 header on page 2. Director Lazenby said the original is sent to the Governor and the Office of Executive Writers is copied in. She added that it is best it be sent to the OEW via fax.
- E-2 Approve 2010 Annual Conference dates October 21-22, 2010  
*Director W. Hofmann*  
**Recommended Action:** The CGJA Board of Directors approve the 2010 Annual Conference to be held in San Diego on October 21-22, 2010  
 Director Wylie seconded the motion. Meredith Avery explained the advantages of moving the date up one week. So far they have a rate of \$99 per night (based on 70 room nights) for the Bahia Resort. This is the Committee’s preferred site but they do have one other hotel under consideration. Director Caranci asked if the 2009 Conference made a profit, and if so, can it be used to offset the cost of the 2010 Conference? There was discussion that cost is a consideration for many people. Director Chesny said that due to the economy, hotels are suffering and she thinks that rates are negotiable. The motion was unanimously approved by voice vote.

### E-3 Board Meeting Guidelines

#### *President Noce*

**Recommended Action:** The CGJA Board of Directors reaffirms that all members agree to abide by the previously approved guidelines for conduct in our Board meetings.

Director Hofmann said the motion is very clear and he supports reaffirming our meeting guidelines. The motion passed unanimously by voice vote.

#### **Director Comments**

- Director Caranci wished all a Merry Christmas.
- Director Chesny echoed those sentiments.
- Director Haxton said that the conduct of the Board has improved immensely since he served previously.
- Director Hern wished everyone a happy, safe holiday.
- Director Hofmann wishes all a Happy New Year.
- Director Lazenby wished everyone a Merry Christmas and welcome back Director Haxton.
- Director North said he is looking forward to working on the Board.
- The President thanked Director Wylie for her assistance in providing the agenda packet to the Board.

Legislative Affairs Committee email: In regard to the Sacramento Chapter's apparent recent approval of their program, we don't know when or if the Chapter will act. Director Lazenby understands that Sacramento County Counsel is concerned that this will be a shadow grand jury and could possibly take action. It appears that they plan on conducting their own investigations or following up on recommendations of prior grand juries. Director Landi believes that our insurance carrier's response will provide us with guidance on how to handle this matter. Director Hofmann said we need more data and if necessary the Executive Committee could take action or a Special Meeting could be called. The LAC has asked that the Board require the Sacramento Chapter to submit clarification of the language pertaining to certain issues. We do not know if the Chapter membership approved the protocols. The President will request that the LAC draft language and submit to the Board for their comments.

The President wished everyone Happy Holidays.

#### **Adjournment**

A motion was made by Director W. Hofmann, seconded by Director Lazenby and passed to adjourn the meeting at 8:11 P.M. The next regular meeting is January 26, 2010.

#### **Information Items Submitted Directly by Sponsor**

H-1 Committee List: Kenk

H-2 CGJA Critical Dates Reminder: Noce

Submitted by Joann Landi

