

California Grand Jurors' Association
Board of Directors Meeting – March 23, 2010
MINUTES

Call to Order & Roll Call:

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

Present: Caranci, Haxton, Hern, D. Hoffman, W. Hofmann, Landi, Lazenby, Lewi,
North, Noce
Absent: Wylie
Also: Meredith Avery, Linda Baker, Dan Mufson, Ed O'Neill, John Sitton, Bill
Trautman

Agenda and Comments:

The President pulled item E-5 from the agenda since it needed no action; was informational only.

B-1 Agenda Approval: Noce

A motion was made by Director Noce and seconded by Director D Hoffman to approve the Agenda. The motion passed unanimously by voice vote.

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

Consent Item

C-1 Approval of 2/28/10 Board Meeting Minutes: Landi
C-2 Acknowledge approved Committee Minutes and reports in meeting packet: Noce
C-3 Acknowledge BOD 2/28/10 Retreat Notes: Landi
C-4 Confirm 2010 Tellers Committee member: Noce

A motion was made by Director North, seconded by Director Caranci 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 (Lekash response) – Trautman: No report.

D-2 Public Relations Committee – Lewi: Director Lewi reminded everyone that tomorrow is the Journal deadline. He believes he has enough content to fill this issue. He also reminded the Board that Director Wylie has set up a blog for recent grand jury news and activity. What Director Wylie would like to do is to put the Board on an automatic list so that the items will automatically be sent via email. Anyone who wants to opt out may contact Director Wylie.

Two sample posters were emailed to the Board yesterday; however, no action is being requested at this meeting.

The video is coming along and Director North anticipates that a rough cut may be ready for the Committee by the end of the month.

The book is also moving along well. From a text point of view it is almost complete. What remains is the addition of art work, the cover design and proof reading. It will be submitted to the Publications Workgroup for their comments as well as to the Board.

The Committee is looking into restructuring the website. We feel the site isn't easily navigated by infrequent users. Another goal is to get into e-commerce via the web which the Committee hopes will make things easier and enhance the operation internally and externally.

D-3 Membership Relations Committee (3/6/10 Minutes)– Mufson: Chair Mufson said we are holding onto renewing members and some new members have joined. He reported on potential new chapters coming in the near future. Bill Trautman said that thanks to Dan's efforts, today the Napa County Board of Supervisors issued a proclamation designating March as Grand Jury Month.

D-4 Training Committee (2/15/10 minutes) – Avera: Director Caranci said that Shasta County also issued a proclamation designating March as Grand Jury Month.

The Training Committee is extremely busy. They have more and more counties requesting on site seminars including some who have never trained with us before. The information regarding training on the website has been updated thanks to Di Masini. A letter was sent to every superior court and every sitting grand jury which seems to have generated more and earlier interest.

D-5 Finance Committee – Caranci: The monthly reports were submitted as promised and will be issued each month in the meeting packet.

D-6 Nominations-Election Committee – D. Hoffman: She has contacted the League of Women Voters in Orange County and will be getting a cost from them to receive and tally ballots. She needs a committee member from the north due to former Director Chesny's recent resignation. She has submitted a Journal article calling for candidates. The President said he will fill the vacancy as soon as possible.

D-7 2010 Annual Conference Ad Hoc Work Group – Avery: Meredith deferred to Director Lazenby. She told the Board that the offer of reduced meeting rooms for changing the Conference date has been withdrawn by the Doubletree. They have now offered a reduced room charge if we have the Conference on October 15-16 or 29-30. After discussion, it was decided that because speakers have already been lined up we will stay with October 21-22 which will probably mean that we will pay \$1,000 per day for the meeting room. Meredith Avery asked if the Conference booklet could include a synopsis of the 2009 Conference summary as a cost saving measure. The Secretary indicated that there should be no problem with that since the full version is on our website and also available via email upon request.

D-8 Publications Work Group – Sitton: They were able to have 900 copies of the tri-fold brochure printed for \$46. The Training Committee requested 850 copies to insert in the jurors training booklet and Director North asked for 100 copies. Since \$100 was budgeted for brochures there are funds available for another printing.

As to products, the Committee has selected 3 items to be available for purchase: tote bags, caps and a pen, all of which will have the CGJA logo. They are in the process of securing bids.

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 – vacant: No report.

D-13 Bylaws Review Ad Hoc Committee – Hern: The Committee is meeting again in early April and will have a submittal with suggested changes ready for the April Board meeting.

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

D-15 Central Information Ad Hoc Committee – North: No report.

D-16 Executive Committee – Noce: No report.

D-17 Steering Committee – North: The Committee met on the 18th and tested the dimdim meeting room collaborative as well as conducting a teleconference meeting. Only 5 of the 8 attendees were able to sign onto the meeting room since there is a 5 person limit for this trial membership. Also mentioned establishing a Sacramento address and telephone number. When Director North returns from his vacation he will subscribe to the dimdim Pro version to explore its functionality and conduct more meetings.

D-18 CGJA Chapter Member Award Work Group – Haxton: Deferred to the action agenda.

D-19 Grant Writing Ad Hoc Committee – O'Neill: He is working on finding a project or group of projects. He would like input from the Board. Director Lewi said he will be contacting Ed soon.

D-20 CGJA History Ad Hoc Committee (Committee Report) – Lynberg: No report.

D-21 CGJA President – Noce: Appreciates the exchanges prior to the meeting regarding questions/clarification of items in the meeting packet.

D-22 CGJA Vice President – North: No report.

D-23 CGJA Secretary – Landi: Asked her fellow Directors to exercise good judgment regarding sharing of intra-Board emails to non-Directors. Asked for input on response to a member request; deferred to Executive Session.

D-24 Treasurer (2/28/10 Balance Sheet) – Lazenby: The Finance Committee report covered our financial status. The Treasurer is busy getting information to the accountant for preparation of our tax returns.

D-25 Database Manager March, 2010 membership renewal information – Kenk: The President said that Bonnie's diligent work helps him and others on the Board. Director Lazenby said Training will be working with Bonnie to create another database for trainees.

D-26 Finance Review Committee – Johnston: No report.

D-27 2010 Grand Jury Survey Work Group – Sommer: She is in the process of working on a proposal for a survey.

D-28 2010 Teller Committee – Kenk: No report.

Action Agenda

E-1 Shasta County Chapter Request

President Noce

Recommended Action: Accept the Shasta County Past Grand Jurors' request to be accepted as a duly organized and recognized Chapter of the California Grand Jurors' Association.

Director Lazenby called for the question which was unanimously passed by voice vote. She mentioned that the Chapter just needs to change its name and then she can contact the IRS. The President will send a letter to the Chapter and will contact John Sitton regarding preparation of a certificate.

E-2 Honorary Member request – Roger Loper

Dan Mufson, MRC Chair

Recommended Action: It is moved by the Board to award Honorary Life Membership to Roger Loper and for the President to immediately communicate that information to Mr. Loper.

Chair Mufson said that the action is self explanatory. Director Lewi expressed his appreciation to Dan, Director Haxton and Mike Miller for putting this together. He said that Roger is a wonderful man and contributed a lot to CGJA. Director Lewi offered an amendment to this motion to make Roger a Life Member and waive the dues. He said that honorary members aren't necessarily former jurors and that they have no voting rights. Director Lazenby seconded the amendment which was unanimously approved by voice vote. The motion as amended was unanimously passed by voice vote. The President will call Roger Loper.

E-3 County Award in support of Grand Jury

Director Haxton

Recommended Action: It is moved that the Board of Directors approve establishing an Ad Hoc CGJA Local Award Committee by adding Section 6.007 to the CGJA Policy Manual.

This item was discussed via email prior to the meeting for portions needing clarification. Director Haxton said it was not his intention that this award exclude CGJA members and he reviewed some of the highlights of his recommended action. This award

would be predicated upon the recipient having been recognized by their own chapter, association, etc. Approval of this action would establish another committee. Director Haxton said that in the future, all of the various award work groups will be folded into one committee. Concern was expressed that we don't have enough information about how we're going to get counties to buy into the process. Director D. Hoffman, as one of the makers of the original motion, that this was not intended to be an annual award—but only when a candidate was recommended. Having received a local award was not part of her original motion. She did not intend to have local groups set up an award process but to simply recommend a candidate to CGJA for someone who had done something exceptional at a local level.

Director Haxton said the motion is to establish a policy and once the Committee is formed they would create their own procedures on how to implement the policy. He also pointed out that the motion does not require that an award be given annually. Director Lewi seconded the motion.

Director Lazenby asked that this be tabled temporarily so that the maker can come back with the mechanism to notify chapters and organizations that CGJA has established this award. The motion to table failed by the following roll call vote:

Ayes: Caranci, Hern, Landi, Lazenby
Noes: Haxton, D. Hoffman, Lewi, North, Noce
(Director W. Hofmann had left the meeting)

Director Lewi moved to amend the motion by removing the word Committee and changing the title to "6.007 CGJA Local Award." His thought was that by removing the word committee we take care of not establishing another committee. Director D. Hoffman seconded amendment. Director Caranci said that it appears to her that we are adopting a new policy which needs some work. She is also concerned about the requirement that the person has to have already received an award within their county. This puts an onus on a local association to create an award before they can nominate someone. Director Landi suggested changing the language from receiving an award to a person having been recognized. Director Caranci believes there are enough changes that need to be made that we cannot vote tonight.

Director Haxton said the purpose of this effort is not so much to find someone that we can give an award to, but to encourage the local groups to make an award to a person in their county. CGJA may or may not issue an award. This is also not intended to generate a lot of paperwork. Director North said that since Director Haxton mentioned that the various award committees may be combined into one committee, that should be accomplished first so that we take things in the proper order. Director Haxton was willing to withdraw his motion. Director Lewi withdrew his amendment.

E-4 Approve President's letter to Sacramento Chapter
President Noce

Recommended Action: Approve President's letter dated March 23, 2010 to be sent to the Sacramento Chapter.

The motion passed unanimously by voice vote.

Executive Session

Executive Session began at 8:36 P.M. Director Hern made a motion that the Board support the Secretary's proposed response and direct her to email the response to the requesting CGJA member. The motion was seconded by Director Lazenby and unanimously passed by voice vote.

The Executive Session concluded at 8:50 P.M.

Directors Comments

- Director Hern said that at a future meeting we should discuss the legal admonishment/disclaimer regarding membership lists.
- Director Lazenby welcomed the Shasta County Association to CGJA.
- Director Haxton proudly shared that his 10th grandchild, Owen Orion Haxton, is on the elite name list.

Adjournment

The meeting adjourned at 8:53 P.M. The next regular meeting is April 27, 2010

Information Items Submitted Directly by Sponsor

- H-1 Committee Roster: Kenk
- H-2 CGJA Critical Dates Reminder: Noce
- H-3 Draft CGJA Organizational Chart

Submitted by Joann Landi