

**California Grand Jurors' Association**  
**Board of Directors Meeting—January 22, 2013**  
**MINUTES**

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**A. Call to Order & Roll Call**

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

Present: Directors Boultinghouse, Caranci, Greenberg, Hern, Jahr, Monaco, Mufson, Ragan, Trautman (president), Walker; Committee Chair Shepp

Absent: Director Hoffman

**B. Agenda and Comments**

B-1 Agenda Approval: Trautman

The agenda was accepted as submitted.

B-2 Member Comments

Trautman encouraged committee chairs to send their current committee and sub-committee rosters (with full contact information) to Secretary Ragan so as to produce and distribute the 2013 CGJA Committee and Sub-Committee Member Roster.

Trautman asked board members to submit ideas/topics for the board member retreat on February 24 in Sacramento. He encouraged them to send their ideas/topics to him and vice president Boultinghouse, with copies to other board members as desired.

**C. Consent Items**

C-1 Approval of the CGJA Board Minutes, 12/20/12: Ragan

C-2 Acknowledgement of Committee Minutes in the 1/22/13 board meeting packet: Trautman

The Board unanimously approved the two Consent Items as submitted.

**D. Standing Committee Chair Reports**

D-1 Legal and Legislative Resources Committee (LLRC)

Chair Jahr, who became chair in early January, said that the committee is now completing responses to two inquiries. There was agreement that all trainers and non-trainer board members will receive responses to all inquiries.

Jahr said that she is now working with Director Monaco in developing an Excel spreadsheet that will catalog all responses (past, present, future) that will allow

the reader to find and question and response by date, who asked, who answered, and topic.

Director Boultinghouse said that participants in the January 18 San Joaquin Valley regional meeting in Fresno asked for a LLRC member to attend their next regional meeting on April 12. Director Hern said she might be available.

President Trautman asked if someone could pick up the 25 copies of the Compendium that Ralph Johnson has and bring them to Train-the-Trainer on February 22. Hern agreed to do so. Trautman said that he also has copies of the Compendium without addendum, useful to trainers. Director Mufson agreed to pick them up and bring them to Train-the-Trainer.

#### D-2 Public Relations Committee (PRC)

Chair North again reported that CGJA will hold a press conference on February 5, 2013, to present the Lt. Governor Gavin Newsom Public Service Announcement (PSA) promoting the grand jury.

PRC is now working to streamline the membership renewal feature of the CGJA website and is revamping the CGJA brochure.

President Trautman asked if PRC was writing a fundraising article for the Journal. North responded that he had submitted a draft to Lewi and was now revising it. He suggested that fundraising would be a good topic for the February 24 board retreat. Director Boultinghouse added that fundraising is a topic for the February 2 Bay Area regional meeting.

#### D-3 Membership Relations Committee (MRC)

Chair Mufson said that our regional meetings need date coordination. He also said that it is important to have board members at the regional meetings.

MRC is establishing a survey, using the LLRC model, to identify a question-of-the-month on information that should be useful to chapters in their development, planning, and operation.

MRC is gathering news correspondents to provide chapter information to the Journal. Director Boultinghouse now has a correspondent in each region.

Former grand jurors in Madera County are now working on their bylaws for a chapter. Fourteen CGJA members on Santa Cruz County are working on chapter formation.

Boultinghouse said that all participants are getting something out of the regional meetings and that, when she attends, she asks people to consider joining CGJA.

#### D-4 Training Committee (TC)

Chair Caranci reported on the 2013 training program to date: (1) 13 on-sites (with 4 pending), 4 regionals (1 fewer than in 2012), and 5 foreperson; (2) 12 PowerPoint presentations of the core training subjects reviewed and edited, to be presented at Train-the-Trainer; and (3) planning completed for Train-the-Trainer.

There are two new trainers this year: one from Butte County, the other from Napa County.

Director Mufson asked if counties are enthusiastic this year about training. Are there budget issues? Caranci responded that there is a lot of enthusiasm for on-sites and that there is no indication of county budget problems for training.

D-5 Finance Committee (FC)

Chair Monaco reported that (1) the liability insurance premium has risen \$150 (\$100 for property, \$50 for liability); (2) the bank account transition from Bank of America to Chase should be completed by late March or early April; and (3) an asset appreciate schedule has been established.

Director North suggested keeping the Sacramento mail drop. President Trautman agreed, at least for now.

D-6 Awards Committee (AC)

No report.

**Ad-Hoc Committee Reports**

D-7 Annual Conference Committee (ACC)

Chair Greenberg reported that he is working with Director Boultinghouse and Shepp on sites and dates and will make a recommendation at the February 24 board meeting. Shepp asked if board members had a preference for late October or November. Members generally supported dates in that time frame.

D-8 Education Committee (EC)

No report.

D-9 History & Archives Committee (HAC)

Former President Tony Noce has six boxes of CGJA records. Director Walker agreed to pick them up and deliver them to Secretary Ragan at the February 24 board meeting.

D-10 Financial Review Committee (FRC)

Director Hern reported that the committee will not meet until the summer.

D-11 Fundraising Committee (FC)

Co-chair Shepp reported that fundraising research is generic until the committee receives guidance from the board. She hopes that the February 24 retreat will produce that guidance. President Trautman asked Shepp for some ideas where fundraising can be successful. Shepp stressed that it should be targeted on specific projects. Trautman said that we need a long list of ideas. For example, each committee should determine what it needs. Director Ragan asked Shepp to write something up defining the elements/dimensions of a "specific project."

D-12 Nominations and Elections Committee (NEC)

Chair Boultinghouse reported that committee members will ask the six board members up for re-election whether they wish to run for another term.

**E. Action Agenda**

E-1 Chapter Revocation: Mufson

The Monterey County Chapter has not held a meeting in several years; there is no current Board; and there are no active chapter members. There are 6 CGJA members residing in Monterey County: two aged stalwarts and several newer members who are not interested in maintaining the chapter.

The MRC recommends that the chapter status of the Monterey County Chapter be revoked. The Board unanimously approved the action.

Director Hern advised to make certain the wording of the action is recorded correctly in the Journal. Director Mufson said that he would do so.

**G. Adjournment (8:00 PM)**

Respectfully submitted,  
Jim Ragan, Secretary