

California Grand Jurors' Association Board of Directors Meeting
March 23, 2021
MINUTES

A. Call to Order and Roll Call

The roll was taken, and the meeting began at 3:01 PM.

Directors present: Shirley Boracci, Marsha Caranci, Bernadette Cheyne, Janet Clark, Bob Finlayson, Travis Gibbons, Larry Herbst, Tim Hafner, Joann Landi, Lou Panetta, Barbara Sommer.

Absent: none.

Quorum is present.

Others present: Karen Jahr, Chair BPRC and LLRC; Lloyd Bell, Chair ACC and FC; Jerry Lewi, Interim chair, PRC; Diane Lloyd, Interim chair, MCRC.

B. Agenda and Comments

B-1 Agenda Approval: Panetta amended the agenda moving items D-5, D-7 and D-10 to follow D-2. He also moved to add the three action items (in the supplemental mailing) that were added after the 7-day agenda was sent.

Board members unanimously approved the amended agenda.

B-2 CGJA Member Comments - none

C. Consent Items

C-1 Approve Regular Board Meeting Minutes, 02/23/21: Panetta

C-2 Acknowledge Committee Minutes and other documents in 03/23/21 meeting packet: Panetta
Board unanimously approved the consent items.

D. Officer and Committee Chair Reports – see committee minutes in packet for details on current activities

D-1 **President's Report** – Panetta summarized his impressions from attending the Ragan memorial service in Cambria and said that he came away with a deeper sense of who Jim was. Herbst said that Jim's daughter, Vanessa, did a marvelous job in putting together material for the event. It was done in a very positive light. Lewi mention the takeaways that he will describe in the forthcoming *Journal* article.

Panetta pointed out the absence of a presidential succession plan and the use of the executive committee in making the appointment. The BPRC will develop a procedure for addressing it in the future.

The board and committee chairs' retreat will be held via Zoom on April 14 from 1-4 PM. We need to update the succession planning model. It is working in that new people are getting involved. Please send him topics for discussion and he will add them to the agenda.

D-2 **Officer Reports**

Vice President – no report.

Treasurer (Gibbons) – nothing in addition to financial reports in packet. Tax firm has some minor questions. Will get a review of their activity later.

Secretary (Sommer) – no report.

D-5 **Membership Relations Committee (MCRC)** – Lloyd said the committee has completed its Introductory Member Conversion Project. They sent out 1,400 notices that received an open rate of 47%. Seventeen people went to the website. She received about half a dozen phone calls. There was a good outpouring of positivity. There were a dozen emails. Some people had left the state. Three people signed up as members. Kathy Mastako put together the letter and really came through. Dianne Hoffman worked on the database. The entire committee worked on it. Only 68 out of the 1,400 emails bounced. Panetta congratulated the committee on the great job.

D-7 **Finance Committee (FC)** – Bell stated that the meeting minutes capture all of the issues. The financial report to the members will be published in the April *Grand Jurors' Journal*. There will be an action agenda item that requests a name change on an inactive account later in this meeting.

Karin Hern has resigned from the committee due to scheduling problems. However, she will continue to offer her assistance. Bell said the committee will miss her presence.

Herbst asked about a memorial fund's specifying how the money is to be spent. There was an extended discussion which led to Panetta's placing the matter on the agenda for the board retreat in April.

Hafner asked how one makes a contribution. Panetta said to send a check to Gibbons (treasurer) with the fund indicated on the memo line.

Herbst pointed out that we need to consider modifying the website to accommodate the memorial fund arrangement when agreed upon.

D-10 **Annual Conference Committee (ACC)** – Bell said there was no meeting this month. He finally received the amended contract formally committing to an in-person annual conference and membership meeting in San Rafael on October 23-24, 2022. Panetta signed the contract.

D-3 **Legal and Legislative Resources Committee (LLRC)** – No report.

D-4 **Public Relations Committee (PRC)** – Lewi said that the system book is the next project. Jim Ragan's files are being moved to Dropbox. Herbst asked about why the files were of interest. Lewi explained that he hopes to find information on PRC projects that Jim has been working on. Committee chairs will be free to look through it for relevant material.

D-6 **Training Committee (TC)** – Caranci said the training program is moving along. As of yesterday, all counties who delayed empanelment will now have a grand jury. Some will wait until July to begin. Two more regular training session remain. Then training stars again on June 15. Report Writing Workshops are going on and things are fine.

Herbst asked if most juries were operating on a calendar year or something in between. Caranci said "some of both." The number on a calendar year is dwindling. More are moving to holding over juries to the fiscal year. Herbst asked about the issue the variation raises with regard to Introductory Memberships (IMs). Caranci said she is working with the MCRC on that and keeping everyone for two years rather than moving them to "former: status.

Hafner said that the Humboldt court had a late start. In the past, the chapter did interviews of prospective jurors and it was very positive. The court did not ask them to do this last year. This year, no interviews were made at all by anyone and that this does not bode well. Caranci agreed and pointed out the courts have struggled this year and that grand jury matters were not at the top of their list. She hopes that they will return to a more formal mandatory procedure. This may be the time to rebuild the chapter-court relationship.

- D-8 **Nominations-Elections Committee (NEC)** – Boracci said that the committee is working on a journal article, to be approved tomorrow. The committee has contacted the six current eligible directors, all of whom are willing to continue for the next term. Please send her suggestions for additional candidates. The election calendar has been established.

Panetta asked about the management of the electronic election saying that it was “messy” last time. He is concerned and will discuss it with Boracci and Herbst. Lewi wondered if he, as the Constant Contact liaison should also be involved. Panetta said that was a different issue and would be addressed later. Herbst mentioned the possibility of using a third-party tool.

- D-9 **Awards Committee (AC)** – Landi announced the addition of a new member, Trudy Craig.

- D-11 **Bylaws & Policy Review Committee (BPRC)** – Jahr explained the committee’s role of reviewing bylaws and coming up with language for a vote next month. She asked for some guidance with regard to the following options for replacing a president who has died: 1) the Vice-president becomes President, or 2) the Executive Committee appoints a replacement to be ratified by the BOD. There was some discussion. Jahr pointed out that the problem with option 1) is that a person might not be willing to be VP, knowing the succession procedure. Clark suggested the option of allowing the VP to opt out and then using an ExCom appointment.

Caranci pointed out that the committee does not meet often, and it would be more efficient for it to bundle together needed revisions in policy and procedures, dealing with them at one time. Jahr concurred and suggested that the matter be added to the retreat agenda.

- D-13 **Technology Committee (Tech)** – Panetta referred to the duplicate entry problem regarding membership. The problem at the store site was beyond the level of the committee so they re-engaged with Precision Intermedia in Fortuna, CA, now called Pintermedia. The latter coded javascript which is currently being tested by Panetta and Herbst. A spinning wheel pop-up encourages the user to be patient.

Jim Ragan’s files will go into the Dropbox folder and be shared with committee chairs.

Caranci described the transfer file function in Dropbox. It worked well for the training videos and has a notice and time limit function.

E. Action Agenda

- E-1 Ratify the Executive Committee’s appointment of Lou Panetta as President of CGJA for the remainder of the 2021-22 term.**

[Motion made by Sommer, seconded by Cheyne]

The motion passed, 10-0-1, by voice vote.

Panetta mentioned that he does not know a lot of chapter members and would appreciate assistance in that regard.

- E-2 Rename the Rainy Day Fund 2, account #1057, to the James Ragan Memorial Fund**

Motion amended to

Approve and establish the James Ragan Memorial Fund with the purpose to be determined by the Board of Directors within the next 60 days.

[Motion made by Caranci, seconded by Panetta]

The motion passed, 11-0-0, by voice vote.

Panetta asked the board for a straw vote as to whether we should put a donation link for the **Ragan Memorial Fund** in the *Journal* with his obituary. Seven directors voted aye. Panetta directed that it be done.

E-3 Ratify the President's appointment of Larry Herbst as Vice President of CGJA for the remainder of the 2021-22 term.

[Motion made by Sommer, seconded by Clark]

Panetta expressed gratitude for Herbst's stepping up to take it on. "We deeply appreciate it."

The motion passed, 10-0-1, by voice vote.

F. Director Comments

Landi asked about appointing a replacement director for the south area. Panetta is following up.

Gibbons will check on whether officer signature changes need to be made at Chase Bank.

Caranci requested that a Zoom co-host be appointed to monitor the mute function during board meetings.

Boracci sent emails to chapters in the north area. The Plumas county chapter invited her to a meeting on March 11, 2021. It was a good meeting. There are currently five members.

Panetta would like suggestions for filling the south area director vacancy.

G. Adjournment (4:32 PM)

Respectfully submitted,
Barbara Sommer, Secretary