

**California Grand Jurors' Association Board of Directors Meeting**  
**November 22, 2022**  
**MINUTES**

---

**A. Call to Order and Roll Call**

The roll was taken, and the meeting began at 3:00 p.m.

Directors present: Marsha Caranci, Janet Clark, Gary Cooper, Bob Finlayson, Travis Gibbons, Jim Glover, Larry Herbst, Karen Jahr, and Barbara Sommer.

Excused: Shirley Boracci, Diane Lloyd, Lou Panetta, Henry Rible.

Quorum is present.

Others present: Committee Chairs: Lloyd Bell, ACC; Juliana Jones, PRC; Joann Landi, AC; and Richard Rogers, FC.

**B. Agenda and Comments**

B-1 Agenda Approval: Board members unanimously approved the agenda.

B-2 CGJA Member Comments – none.

**C. Consent Items**

C-1 Approved Regular Board Meeting Minutes, 09/27/22 and 10/23/22: Gibbons

C-2 Acknowledged Committee Minutes and other documents in 11/22/22 meeting packet: Gibbons Board unanimously approved the consent items and the minutes.

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

D-1 **President's Report** – Gibbons thanked Bell for a fantastic annual conference.

He reviewed action items from the board retreat at the conference.

1. Succession planning – the Training Committee has started the process. Gibbons will review the succession list with committee chairs. Is said it is important to fill out and refine the list.
2. Volunteer document – Cooper will update, contacting committee chairs about their needs.
3. Adding CGJA membership to chapter membership – Gibbons and Jahr will work on that.

Caranci said she floated the latter idea at the Shasta County Chapter meeting. The proposal was to pay the \$20 chapter dues plus \$20 CGJA (which is usually \$30). They loved the idea. Appreciated the convenience as they “never know when dues are due.” There was subsequent discussion of the ramifications of the timing of such dues collection – how it would vary considerably from one chapter to another, and that it would not jibe with individual’s current due dates. One suggestion was to simplify record keeping of CGJA dues by using only two payment dates: January and June.

D-2 **Officer Reports**

Vice President (Herbst) – no report.

Treasurer (Gibbons) – no report.

Secretary (Sommer) – no report.

- D-10 **Annual Conference Committee (ACC)** – Bell said that the conference was a team effort. He complimented the Marin Chapter for its help. The financials turned out well. They show a \$400 loss after recognizing the initial \$600 deposit. The evaluation scores were very high. The panels were extremely popular. They will schedule one for next year. The Contra Costa Chapter has agreed to host next year’s conference and will assist the committee. In January, the committee will start planning next year’s conference and \$600 has been deposited for next year.

Finlayson suggested we do something to recognize the Marin Chapter’s contribution. Bell will address that.

- D-3 **Legal and Legislative Resources Committee (LLRC)** – Jahr commented on the question that the committee received from attorney, Jason Bezis. She circulated the committee’s response prior to the board meeting. The committee responds full bore to requests from people within the grand jury system but is more cautious in responding to individuals outside of it.

- D-4 **Public Relations Committee (PRC)** – Jones described the new format for the newsletter. She received 16 responses to the conference poll concerning the blog. She will follow up with a more widely distributed survey of the membership. The PRC has a marketing subcommittee that will expand.

There was discussion of the designs for the new logo. The PRC will produce some alternative designs.

- D-5 **Membership Relations Committee (MCRC)** – Glover mentioned his county (Humboldt) not receiving information about the last chapter officers’ meeting and suggested a need for better coordination across committees. Gibbons will bring that up with the MCRC chair.

Caranci pointed out that the chapter formation guide was being reorganized and simplified – an improvement that should have a positive effect on people’s willingness to form chapters.

- D-6 **Training Committee (TC)** – Caranci said changes were underway with fresh ideas and new members and new subcommittee chairs. Jerry Lewi formally retired from training. He will stay on one subcommittee.

The committee is close to wrapping up a long report writing workshop season which has been enormously successful. The number of alternates attending seminars has increased. Last year they printed 425 manuals; this year 600 and she is ordering 75 more. The number of legal adviser workshops also increased this year.

Clark asked why the report writing workshops were held early in the grand jury year (e.g., October, November). Caranci said her preference would probably be January but that many counties requested the earlier workshop dates. There was some discussion about timing and how a later date would be helpful as that is when the reports are being written. Two workshops would be ideal, but that is not feasible (too many sessions). There was a suggestion of using Zoom to provide a refresher course at the time jurors start writing.

- D-7 **Finance Committee (FC)** – Gibbons said that the CD purchase has been narrowed down to two organizations with interest rates of 3.5 and 3.75 – Golden1 (27 months) and Republic Bank (5 and 8 months). The process should be complete in two to three weeks.

- D-10 **Awards Committee (AC)** – no report. Caranci mentioned that a new trainer has suggested creating additional awards to be presented at the annual conference, for example, best legal adviser or best court support. She will ask him to contact Landi.
- D-11 **Bylaws & Policy Review Committee (BPRC)** – the committee generated Action Item E-1 in response to the need for an uneven number of voting members on the Executive Committee.
- D-13 **Technology Committee (Tech)** – Herbst reported that website usage had been much the same as last year at this time. He updated the board on progress with Elevation in redesigning the website. The process is moving along well. He expects a launch in March. He has worked with Caranci to ensure that training needs will be met even if the work is not complete by April 1 when training materials are submitted for printing, thereby effectively freezing changes on the website.
- D-14 **Grand Jury Effectiveness Workgroup (GJE)** – Finlayson said the committee has two new members, Roxy Montana (San Benito) and Debbie Wallman (Sonoma). He added that Jerry Lewi will be staying on the workgroup, serving as Vice-chair.

As a result of his and Kati Martin’s visit to the state archives, the state archivist has sent a request regarding the penal code and the requirement for counties to submit reports and responses. He will draft a response and run it by the LLRC.

He asked about CGJA’s having a lobbyist. Jahr said the law is that we cannot spend a “substantial amount” on a lobbyist, and that if we chose to lobby, we would need to be very careful about our tax-exempt status.

**E. Action Agenda**

**E-1 Amend CGJA Bylaws Article 9, Section 1. Executive Committee**

[Motion made by Jahr, seconded by Caranci]

The amendment allows the president to appoint up to two at-large members to ensure an odd number for voting on action items.

The motion passed, 9-0-0, by hand vote.

**E-2 Approve the 2023 CGJA Budget**

[Motion made by Rogers, seconded by Caranci]

Rogers pointed out that all chairs were asked to submit a budget. The surplus is due to increased CD revenue and increased training income. Herbst asked whether the latter was a result of fee or number increases? Caranci said “both.” The training fee has been increased to cover added expense from mileage and hotel charges.

Gibbons said there was no plan for funding a board retreat in spring as that will be done via Zoom. The fall retreat will continue in conjunction with the Annual Conference.

Herbst expressed concern about the Tech Committee’s not having its own budget. Rogers pointed out the problem with QuickBooks and will consider an alternative arrangement such as creating a new subcommittee category.

The motion passed, 9-0-0, by hand vote.j

- F. Director Comments** – Bell described the situation surrounding Ethan Rarick’s last minute cancellation as keynote speaker and said the committee hopes to have him as speaker at next year’s conference.

Finlayson applauded Clark’s efforts in coordinating meetings between the Alameda and Contra Costa chapters. He is looking forward to their having a regional conference before long.

- G. Adjournment (4:40 p.m.)**

Respectfully submitted,  
Barbara Sommer, Secretary