

# California Grand Jurors' Association Board of Directors Meeting

## August 22, 2023

### MINUTES

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#### A. Call to Order and Roll Call

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

Directors present: Shirley Boracci, Marsha Caranci, Janet Clark, Gary Cooper, Bob Finlayson, Travis Gibbons, Jim Glover, Karen Jahr, Lou Panetta, Henry Rible, Barbara Sommer.

Excused: Larry Herbst, Diane Lloyd.

Quorum is present.

Others present: Committee Chairs: Lloyd Bell, ACC; Richard Rogers, FC. Member: Roxy Montana.

#### 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, 06/27/23: Gibbons.

C-2 Acknowledged Committee Minutes and other documents in 08/22/23 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) – due to the busy summer, he is behind on doing the reconciliations. Will send them soon to the Finance Committee.

#### D-2 Officer Reports

Vice President (Cooper) – no report.

Treasurer (Gibbons) – he renewed two of the CDs. We currently have earned \$1,386.30 on four CDs. He has processed over 100 expense reports this year. Panetta asked several questions about the CDs. We have two with Chase for 25K each. Another two with 1<sup>st</sup> Republic (in process of merging with Chase) at 25K and 50K respectively. Rogers said the Finance Committee is looking at the CDs and cash flow and the situation is likely to change within the next six months. Details on the CDs are included in the monthly financial statements.

Secretary (Sommer) – no report.

#### D-10 Annual Conference Committee (ACC) –

Registration for the 2023 AC is now available on the CGJA website where you will find links to the conference registration page and to the Embassy Suites sleeping room reservations page.

We currently have 28 conference registrations and 32 individuals with room reservations. The Embassy Suites temporarily reduced the nightly rate of \$179 to \$159 per night for reservations made by July 31, 2023, however, the \$159 price remains available for now. Act now to lock in your savings.

Looking forward to 2024. only Embassy Suites Monterey and Sacramento provided competitive pricing for the event. The committee should have a recommendation for the board at the September meeting. Let Bell know if you have a preference.

In planning the 2024 budget, Bell said that adding PowerPoint AV equipment into the hotel audio-visual package would be an additional \$600 per day. Two days' worth would add \$24 to the registration fee (adding 1/3 to our fixed expenses). If board members have strong feelings about this, let him know. If he does not hear back, he will assume that we do not provide it.

There was a discussion about the weighing putting on a good attractive conference against avoiding cost overruns. The procedure has been to stay within the budget. There seemed to be a consensus that running over budget was not a serious problem and that the procedure should be changed. Glover and Caranci both supported the change, with the qualification that the financial situation at the time be considered and that the registration fee be kept as low as possible to encourage attendance. Bell said the committee would take this view into account in establishing the 2024 budget.

- D-14 **Grand Jury Effectiveness Workgroup (GJE)** – Finlayson said that from 1989-2022, 45.8% of counties submitted their reports to the State Archives. He and other committee members met with the staff. The latter are aware of the confusion over submissions. AB 1907 requires that reports be archived, and the bill had been initiated by CGJA. Perhaps we can do something to address the problem.

Committee member, Lewi, found among 19 counties (representing 55% of the state's population) 64% of the recommendations were either implemented or would be implemented.

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

- D-4 **Public Relations Committee (PRC)** – no report.

- D-5 **Membership Relations Committee (MCRC)** – Glover reported that chapters are being polled to update chapter information.

Mike Hofman has taken over database management and is making good progress. If you have questions for Hofman please channel them through MCRC.

Currently, we have 314 active voting members. There was an extensive discussion about the problem of dropped memberships and the need for a better follow-up procedure. There was a sense that effort previously directed to chapter formation should be redirected to membership recruitment. Glover said members are contacted before, at and after their membership expires. Unfortunately, in months past there was a gap in follow up and memberships were allowed to expire without notification. Glover and the MCRC will address this issue. The pros and cons of using CC for this purpose were reviewed.

Board members expressed concern about the lack of knowledge as to how many ballots were sent in the ongoing election. Cooper (NEC) will follow up on that issue.

- D-6 **Training Committee (TC)** – Caranci thanked Glover and Hofman for setting up the Introductory Membership (IM) list and will soon send out a welcome eBlast.

Training ended last Friday (8/18), having begun on 6/14. It was a long, busy, and successful summer, with the best numbers and best trainers ever. There were 41 2-day summer sessions for 49 counties. Four were trained in January. Well over 1,000 jurors and alternates were trained. There were five Foreperson/ProTem Workshops with 98 attendees and a Legal Advisor Workshop with 18 attendees (previous Legal Adviser Workshops took place in May and January).

The committee is preparing for the upcoming Report Writing season, with 36 planned, extending from fall into January.

Twelve new trainers were recruited for this season, with only one loss (usually about half drop out). Nevertheless, there is still a shortage, particularly in the southern and far north regions. It also would be preferable to have more women and attorneys on board.

Glover asked about the status of grand jury alternates on the contact list. Caranci reviews the bounce reports and checks for alternate appointments. She strongly advocated keeping alternates on our contact list as long as possible.

- D-7 **Finance Committee (FC)** – Rogers described the CD program – that the committee balances several aspects, keeping convenience and flexibility in mind as well as looking at interest rates. Let him know if you are aware of a bank with better rates that allows 501.c.3 non-profit organizations to invest and allows initiating an account remotely.
- D-8 **Nominations & Elections Committee (NEC)** – Cooper said that voting is underway until September 15. He mailed out paper ballots where requested. So far, 50 people have voted. He has the most recent membership list from Hofman and will follow up with Webmaster Herbst. Panetta pointed out that frequent reminders were sent during the last election. Cooper will see to it for this year.
- D-10 **Awards Committee (AC)** – Sommer reported that the committee is looking for a new chair. There were two nominations for the Best Grand Jury Report Award. The subcommittee evaluating them will provide their ratings by August 31.
- D-11 **Bylaws & Policy Review Committee (BPRC)** – no report.
- D-13 **Technology Committee (Tech)** – Panetta said the executive committee has approved the payment of \$299 per month (negotiated from \$399 by Herbst) for website service from Elevation. He also pointed out that Herbst put in an enormous effort into setting up the voting procedures which have been flawless so far.

Problems with PayPal and the store were discussed with the consensus that we would be better off finding a smaller provider. PayPal has not been responsive to our needs. Panetta and Gibbons will investigate.

## E. **Action Agenda**

- E-1 [Motion made by Cooper, seconded by Gibbons.  
**Approve website funding.**  
The motion passed, 10-0-0, by hand vote.

**F. Director Comments** – Caranci informed the board that Bernadette Cheyne, a trainer and previous director, has been battling cancer for a long time. During a period of remission, she started this year’s training season. However, her brain cancer has returned.

**G. Adjournment (4:24 p.m.)**

Respectfully submitted,  
Barbara Sommer, Secretary