

California Grand Jurors' Association Board of Directors Meeting
June 27, 2023
MINUTES

A. Call to Order and Roll Call

The roll was taken, and the meeting began at 3:02 p.m.

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

Excused: Lou Panetta.

Quorum is present.

Others present: Committee Chairs: Lloyd Bell, ACC; Richard Rogers, FC. Member: Kendall Tieck, Tech.

B. Agenda and Comments

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

B-2 CGJA Member Comments – Herbst introduced Kendall Tieck (Nevada County) and member of the Tech Committee. Tieck is now the Assistant Webmaster and will be working closely with Herbst.

C. Consent Items

C-1 Approved Regular Board Meeting Minutes, 05/23/23: Gibbons. Glover second

C-2 Acknowledged Committee Minutes and other documents in 06/27/23 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): No report.

D-2 Officer Reports

Vice President – not applicable.

Treasurer (Gibbons) – A 25K CD matured on 6/20/23. It was reinvested on 6/22/23 and comes due on 12/22/23. It earned \$221.70 for three months.

Secretary (Sommer) – no report.

D-10 **Annual Conference Committee (ACC)** – Bell said that 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. The Embassy Suites has recently offered a temporary reduction in room rates from \$179 to \$159 per night for reservations made by July 31, 2023. Act now to lock in your savings.

In July the committee will begin the process of soliciting proposals from hotels for our 2024 conference. They will be focusing primarily on Embassy Suites locations due to the amenities they offer that are of value to our members. Locations on our list so far San Luis Obispo,

Monterey, Sacramento, Paso Robles, Napa, and San Diego. Other location suggestions would be welcomed.

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 asked whether it was a requirement that annual conference participants be a CGJA member. He has been asked to send a note to a participant asking that person to join. He was advised that membership was not a requirement for conference participation. However, he was urged by those present to send the request note.

Member numbers will be updated in a monthly report to the board, with statistics dating from January 1. Second notifications will be going out to lapsed members. Board members requested that they be provided with a breakdown by month so that they might see enrollment trends.

Going forward, current jurors will be pre-registered as members to ensure that they receive the eBlast. This is likely to reduce the number of paid memberships. However, there will be a gain in simplicity of managing the email roster.

Glover is working on revamping the database and facilitating Excel download process. The Nominations and Elections Committee needs the eligible voting member list as of July 31 for sending out the election ballots.

Herbst said there were two works in progress. One is that when a person renews or joins, an email will automatically be sent to *membership@cgja.org*. The second is that a downloadable Excel membership spreadsheet will be generated. He added that he is working on getting administrative access for those needing it. At that point he will provide instructions.

Regarding chapter activity, Caranci noted that Cooper made the charter presentation to the El Dorado chapter. She has learned of an interest in chapter revival in Madera and Solano counties.

D-6 **Training Committee (TC)** – Caranci said it has been crazy, crazy, and crazy. This has been a week like never before. The training calendar is full, and she received 200-300 emails yesterday.

D-7 **Finance Committee (FC)** – Rogers said the committee is working to make the financial statements more understandable. He will be stepping down as chair to devote more time to the Teaching Committee's curriculum subcommittee. Dan Freeman will take his place as chair, contingent upon board approval.

D-8 **Nominations & Elections Committee (NEC)** – Cooper said the vetting process is complete. The committee is on track for the election.

D-10 **Awards Committee (AC)** – no report.

D-11 **Bylaws & Policy Review Committee (BPRC)** – no report.

D-13 **Technology Committee (Tech)** – Herbst said the website statistics from June, a mix of the old and new website hits, will not be meaningful as much of the activity was administrative.

Rogers asked about the preferred means of reporting needed website corrections. Herbst suggested sending an email with either the page title or URL and to describe the problem as

best one can. Be specific and, where needed, provide specific directions by email. He requested that the email be sent to both he and Kendall Tieck (*k2tieck@gmail.com*). They will be dividing up website responsibilities.

- D-14 **Grand Jury Effectiveness Workgroup (GJE)** – Finlayson said the committee received a response from the state archivist indicating a plan to digitize grand jury reports, going forward. There was no indication that past reports would be digitized. Lewi has been keeping up with tracking continuity, i.e., responses of ‘implemented’ or ‘to be implemented.’ CGJA would like for there to be an inventory and tracking of delinquent reports. That is not being done, although it was done in the past. Committee member, Franco, will try to work more closely with the archivist staff.

E. Action Agenda

E-1 [Motion made by Gibbons, seconded by Boracci]

Ratify appointment of Gary Cooper as Vice President.

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

E-2 [Motion made by Gibbons, seconded by Glover]

Ratify appointment of Lou Panetta as Tech Committee Chair

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

E-3 [Motion made by Boracci, seconded by Rible]

Approve 2023 Director Election Ballots

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

F. Director Comments – none.

G. Adjournment (4:08 p.m.)

Respectfully submitted,
Barbara Sommer, Secretary