

California Grand Jurors' Association Board of Directors Meeting

April 22, 2025

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, Gary Cooper, Robert Finlayson, Dan Freeman, Travis Gibbons, Jim Glover, Larry Herbst, Juliana Olinka Jones, Richard Rogers, Barbara Sommer.

Absent (excused): Karen Deeming, Karen Jahr, Lou Panetta.

Quorum is present.

Others present: Committee Chairs: Lloyd Bell (ACC), John Bradley (PRC).

B. Agenda and Comments

B-1 Agenda Approval: By acclamation.

B-2 CGJA Member Comments – none.

C. Consent Items

C-1 Approved Regular Board Meeting Minutes by acclamation, 03-25-25: Cooper.

C-2 Acknowledged Committee Minutes and other documents in 04-22-25 meeting packet: Cooper.

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

D-1 **President's Report** (Cooper) – reported that the Monterey County grand jury was recently the news.

D-2 **Officer Reports**

Vice President (Herbst) – no report.

Treasurer (Gibbons) – Sent tax payment for 2024 to the IRS and state. Included our name change to IRS. We had to pay a \$25 fee as our income was into a higher tax bracket. He transferred 20K from checking to savings and invested in a new \$20K Treasury Bill..

Secretary (Sommer) – no report.

D-3 **Legal and Legislative Resources Committee (LLRC)** – Rogers said the committee had received a question regarding the appointment of an Inspector General in San Francisco. The committee is updating the FAQs for the website.

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

D-5 **Membership Relations Committee (MCRC)** – Herbst said he and Sharon DeBenedetti (MCRC) participated in a zoom meeting with the board of the Orange County Association about transitioning to a CGJA chapter. The board had three questions: 1) Advantage? 2)

How CGJA benefits? and 3) What changes would need to be made to their bylaws? Herbst said that they talked for about thirty minutes and that there did not seem to be any serious obstacles. However, the OC Association board said “no thanks.” Finlayson asked if Orange County was restricted from attending our annual conference. The answer is no.

Herbst also said that the Los Angeles and San Bernardino County chapters set up a regional meeting. Orange County joined in and there was an individual participant from Ventura County (no chapter). They plan to meet every three months.

- D-6 **Training Committee (TC)** – Rogers reported that the committee is working on the Train the Trainers program. The training schedule is laid out through July and starts in mid-June. They will train the same number of juries, having lost Alameda but gaining Siskiyou – may pick up Los Angeles. Caranci described some of the current training materials that are distributed to team member and to team leaders.
- D-7 **Finance Committee (FC)** – Freeman presented two PowerPoint slides with the implementation status of our new accounting system:
- Our new CGJA Chart of Accounts complies with the AICPA Non-Profit requirements and is the standard QuickBooks Enterprise version
 - We had serious technical issues and consumed many additional hours converting QuickBooks Online (QBO) to QuickBooks Enterprise (QBE) due to Quickbooks failing to update the conversion software. Our QB Consultant developed a work-around to complete the task.
 - We are spending many more QB Consultant hours than anticipated fixing 2010-2024 Account Receivable errors and eliminating thousands of duplicate customer and vendor names in our accounting database.
 - We are still on schedule to run April 30 financials from our new QBE Accounting System
 - Payment Processing and Stripe/Credit Card interfaces will then be built
- D-8 **Nominations and Elections Committee (NEC)** – Herbst said the committee sent eBlasts requesting nominations. None have been received. However, the committee has developed a robust list of candidates
- D-9 **Awards Committee (AC)** – no report
- D-10 **Annual Conference Committee (ACC)** – Bell said the committee has a theme, but due to lack of a quorum, it has not been officially adopted (see notes in packet). They are seeking a speaker on Artificial Intelligence. They are finalizing breakout topics. Breakout sessions will be held in separate rooms. He probably will have an action item for next month’s board meeting.
- D-11 **Bylaws & Policy Review Committee (BPRC)** – Herbst reported that the committee has approved chapter name change bylaws for eleven chapters. Four remain: San Luis Obispo (in progress), San Benito (they are aware), Napa (limited resources), and Santa Cruz (unresponsive chapter).
- D-13 **Technology Committee (Tech)** – no report.

D-14 **Grand Jury Effectiveness Workgroup (GJE)** – Finlayson said the committee is waiting to hear back from the State Archivist about developing a digital database of grand jury reports. Glover brought up the issue of Humboldt County’s having old reports and wanting to discard them. From the discussion, it became clear that many counties are unaware of the penal code requirement that they submit a copy of all grand jury reports to the State Archive. The question was raised as to whether the problem with that of the State Archivist or of the county courts. Previously, the State Archivist created a delinquency report, but that is no longer the case.

E. Action Agenda

E-1 Approved acquiring 500 lapel pins at an unbudgeted additional expense not to exceed \$600.

Discussion centered around the usefulness of lapel pins for publicizing the organization.

[Motion made by Bell, seconded by Jones]

The motion passed, 6-4-0, by roll call vote.

E-2 Amended motion: Released the funds of three Memorial Funds (\$7,511 total), of which \$3,061 goes to the to the General Fund. In addition, use \$4,450 to increase Ron Miguel & Audrey Lynberg Training Scholarship Fund to \$13,000 for T-Bill funding.

[Motion made by Gibbons, seconded by Rogers]

The motion passed, 10-0-0, by hand vote.

F. Director Comments – none

G. Adjournment (4:52 p.m.)

Respectfully submitted,
Barbara Sommer, Secretary