



**Marin Chapter**  
**California Civil Grand Jurors Association**  
Board of Directors/Membership Meeting – Tuesday September 1, 2015  
**MINUTES**

1. Approve Amended Board Minutes of Meeting August 4, 2015- Approved as amended
2. Treasurer's Report
  - Cash position- There was approximately \$10,200 available at the beginning of the fiscal year. Expenses so far are \$125 for Senior Fair, \$125 for website, \$260 final payment for new jury party = \$510 plus \$90 for miscellaneous items such as snacks, supplies etc. for a total of approximately \$600 spent thus far.
  - Money received so far is: \$1,000 in new memberships resulting in a net cash increase of \$400, leaving a present cash position of approximately \$10,600.
  - Last year at this time we had received approximately \$1,250 in general donations. So far this year we have received \$120. We need to close this gap through an organized donation program.
  - The Chapter needs to set aside approximately \$7,000 to cover future revenues. That leaves \$3,600 that can be partially used either for spending on chapter operations this year or for special projects.
3. Membership Update
  - Currently there are 94 members. 10 memberships will expire on 9-28-15. It is likely these members will not renew.
  - Peter and Owen are working together on a campaign to increase donations from the membership. The membership committee (Owen) will be sending an email that encourages members to make donations to the MCGJA.
  - Donations are needed to supplement the budget this year. Extra money is needed for Outreach (\$5,000-ideally, \$1,500 realistically) and for training manual revisions. No dollar figure was given for the training manuals.
4. Update on suggested MCGJA Leadership & Committees and need for Secretary
  - See discussion under 6 below regarding Leadership and Committees
  - Nadine still needs a permanent Secretary.
5. Discuss Meeting dates for Board of Directors/Membership Meeting
  - Currently scheduled for first Tuesday of each month at 10:00AM.
  - The Chapter will have a Board meeting once a month for two months (which is open to the membership) and a full membership meeting the third month.
  - The room that the Chapter uses is available ONLY for the Chapter meetings. The IRC and Outreach can no longer schedule in the Civic Center. Nadine suggested using the Cafeteria.

- Patti says that the Board of Supervisors does not consider the Chapter to be part of the County.
6. Important changes in screening process for prospective Jurors-Update (see letter attached)
- The Judges proposed changes in the screening process. The major change is that the Judges would no longer interview the candidates but rely on the information provided in the interview process.
  - The Board approved a new committee called “Interviewing Committee”. Betty Mattea was appointed Chair. The interview process would be in two parts. 1. Interview by 2 people – current process. 2. Get 6 to 8 people in a group (2 anonymous interviewers would be part of the group). The applicants will be asked to pick a leader and to pick a topic to investigate. The purpose is to look at group dynamics and behavior. Nadine’s letter contains a more thorough explanation of the process. This process has been approved by the Judge. The membership voted to approve the changes above.
  - Nadine will write a letter to the Judge and County Counsel regarding the new process. The letter will also request that the County give the MCCGJA \$1,300 to support outreach and training. Nadine read her first draft of the letter to the group. Many suggestions were offered for the re-write.
  - A motion was made and seconded. Nadine will re-write the letter and send back out to the attendees. Once final changes are made Nadine will send letter to the Judge and County Counsel. Approved.
  - Nadine showed the group a new Civil Grand Jury Brochure. They may also be some changes in the application.

7. Committee Updates

- Outreach Program
  - The committee is meeting monthly. The next meeting is 9-17, 10 am in the Cafeteria
  - There is a new Co-Chair: Claudia Belshaw.
  - Everyone should be recruiting applicants all the time.
  - There will be informational meetings this year with an emphasis on diversity. The content will shift to presenting dynamic stories as suggested by Jay.
  - Jack Nixon is considering speaking with the Chamber of Commerce about talking to Corporations in Marin. He would like to ask if they would consider giving time off to Executives to serve on the Grand Jury. He is also going to contact Dominican and COM to see if Graduate Students can earn credit for serving on the Grand Jury.
  - Senior Fair – is October 21 from 8:30 am to 3:00 pm. The Committee needs new signage. The GJ inserts will be available. There will be a FAQ handout. Jean is working on a story approach for 1 or 2 reports. Healthy snacks will be provided.
- Training and Orientation – See discussion in #6 above.
  - Possible change of name to Training Committee

- Potential Increased Revenue from County for Training /Outreach
- Implementation Review
  - The committee is working on reports prior to past year. There are some summaries on the website.
  - The committee made a complaint to the current Grand Jury about the Scoop report and the Jail Conditions report.
  - Regarding the reports for the past year, the committee will wait for responses to come in.
  - There will be a meeting with the current foreperson to discuss process.
  - Sarah received a response from Corte Madera on the Plastic Bag issue. Sarah reported that it will be posted on the website.
- Social Events
  - There are 5 events planned for this year: 1. Picnic in Miwok Park – October 1, 2. Speaker Lunch in February or March at a new venue (free) Marin Joe’s, 3. Christmas Party at Nancy’s, 4. Annual Lunch, 5. New Jury Welcome.
  - Another possible event is: VIP tour of SMART train.
- Communication
  - Betty Mattea is the new Historian. Work will begin on a new History page.
  - Jay Hamilton-Roth is a new member of the Communication Committee. Jay is on the sitting Grand Jury.
  - The newsletter will be out in the next week or two.
  - Gene reviewed the website hits to see how it is being used. There is a spike in usage when the newsletter is released. Up to 80 hits at this time. No one looks at the website at other times.
  - IRC has its own blog/website. It is an experiment to see if it helps the IRC members. It is not public at this time. The only users are members of the IRC.
  - Jay gave a summary of his presentation at the August Bay Area Regional Meeting. There is a lot of knowledge in the Grand Jury and the Chapter. The public does not really understand what we do. The Grand Jury needs a good story. The investigations, report writing and recommendations are the middle of the story. The results from the report is the ending. We need to make it personal for the public. Story telling is an art. Jay suggests that the best way to shape a story is to interview a juror about a report and develop a story from that interview. The reader needs to relate to the story. Short is better.
  - Nadine asked if there is a need for new pictures of the Chapter Board of Directors for the website. Patti said that the county now has to pay for the Grand Jury picture. The Chapter won’t pay for new pictures but will explore other options.

8. Patti Reports

- Patti handed out a draft letter to Grand Jury applicants. She asked for edits as soon as possible. Dates for interviewing next year are: April 26, May3, May 17 and May 19.
  - Training dates for next year are: July 7, 8, 11, 12, 13, 14, 15.
  - GJ Supplement in the IJ: Many did NOT receive the Supplement. Tuesday September 9, the IJ will re-run the Supplement – In the paper and NOT as a separate insert.
9. Report of CGJA Regional Meeting August 22nd
    - There was not much time for a report from Mike. However, he did report that Betty Mattea and Owen Haxton received CGJA Special Achievement Awards. Betty and Owen are responsible for the Regional's existence. It was their idea to bring other Chapters together to share information and best practices.
  10. Other suggestions.
  11. Open Mic
  12. The meeting was adjourned at Noon.
  13. After the meeting the attendees toured the refurbished Grand Jury room. It is a fabulous new and much larger space. There are two extra interview rooms, three REAL workstations and a very NEAT file room.

Respectfully Submitted,

Linda Glasscock  
Acting Secretary