

Minutes of December 6 , 2016
Marin Chapter California Grand Jury Assn. Board of Directors Meeting
Place: room 410B, Civic Center
Time: 10am to 12 noon

Present: Jack Nixon, Helene Marsh, Linda Glassock, John Erdmann, Kevin Hagerty, Jay Hamilton-Roth, Vaughan Acton, Nadine Muller, Jon Showstack, Larry Bauer, Susan Kirsch (for 15min)

- 1 .Meeting called to order at 10:05am
2. Approval of the minutes of November 1, 2016
Approved subject to additional information to be added regarding Larry Bauer's interest in the Managing for Results report and the conclusion of the conversation that took place in the last Association meeting. **Helene offered to send the wording to Phyllis for inclusion in the last minutes.**
3. No Requests for additional Agenda items
4. Treasurer's Report: Kevin Hagerty
Kevin reported that there was a donation of \$5000. The balance of the account is now \$18,193.40
The donation to the grand jury was made by Susan Kirsch, who attended the meeting briefly to explain how the donation came about. The funds were left over from her campaign for election to the Board of Supervisors (her campaign manager failed to spend all the funds she had raised). Her campaign was based on transparency of government and she wanted to donate the money to an agency that shares these values. She felt that donating the funds to MCGJA to be spent on recruiting new jurors would be a cause well served. The Association gladly accepted these funds and thanked her.
5. Committee Reports
 - a. Outreach: Vaughan Acton

Vaughan presented a comprehensive recruitment communications plan with three levels of prioritized actions. She feels that level 1, which involves doing more, but not much more than last year is critical for ensuring that we have enough applicants for the 2017-18 jury. In order to accomplish the tasks in level 1, Vaughan will need a number of volunteers to take on tasks. Levels 2 and 3 will not be addressed before level 1 is completed.

There was a conversation regarding the recruitment efforts of the County and there is an understanding that Patty Church sends out 300 letters as part of the

recruitment effort, but no-one was very clear on who the letters go to etc...Jack asked if Patty is aware of what the Outreach committee is doing. He suggested that Vaughan should meet with Patty to make sure that everyone is informed of each other's actions.

Vaughan will finalize the recruitment communications plan and forward it to Jack, who will set up a meeting with the presiding Judge to review the plan and establish mutual expectations.

Jack will call Board members to ask for their involvement in the outreach effort. Members of the Board present at the meeting (Kevin, Larry and Helene) are willing to make follow-up calls to individuals who have expressed an interest in serving on the Jury. Jack is willing to find venues for the open houses.

Nadine suggested that Vaughan should co-ordinate her efforts with the Selection Advisory Committee.

- Nadine has sourced a company that could re-do our website for \$800.
- Longer conversation about the website postponed for next meeting.
- Jack would like to know how much will be spent on outreach before we commit to spending on the website. Vaughan thinks it will be about \$2500, to be confirmed.

6. Action on items discussed at Nov.. meeting

a. Archiving of records: Helene

Helene reported that she had gone through the old records from Betty Mattea – they go back to the early formation years of MCCGJA ca. 1998-2003 and there is nothing in the box of historical significance. The Board approved her recycling the papers.

b. List of accomplishments: Helene.

Helene has revised the list of accomplishments and is waiting for final input from Vaughan for accomplishments related to the 2015-16 year of service.

Jack to meet with James and show him the recruitment communications plan to advise him what MCCGJA proposes doing for Outreach.

(a) Status of Citizens Advisory Committee for MFR: Larry

Larry has enlisted the support of Susan Kirsch for them to go together to speak with new Supervisor Rodini about the MFR report.

(b) Training: Announcement of Chair and Assist. Chair.

Rich Treadgold will run the training program in July. Joan Lunderville 2017 (last year's jury and this year's jury) will be his assistant with a view to taking it over when relinquished by Rich.

(c) Membership: missing a chairperson.

Not much going on at the moment. Will need a membership chair in due course. Nadine offered to be temporary membership chair for people who need to renew. Jack will send his list of current members to Kevin and Nadine.

(d) Selection: Tom Borden Tom absent.

(e) Social: Linda Glasscock Linda suggested inviting new Supervisor Rodini to talk to the Association. Linda will reach out to him.

7. Old business

- a. Who hasn't had photo taken? Contact John Showstack if you need your photo taken.
- b. Publicity chairperson or Newsletter editor? Jack will discuss with Scott. This is partially dependent on what will be done with the website.
- c. More volunteers needed from membership. Jack will work on this.

8. New business

- a. Succession planning. We need more focus on this.
- b. Board members' involvement
- c. Any other new business to be brought before the Board.

Helene suggested that if an Association member has an interest in doing follow-up work on a report, he/she should bring a proposal to the Association meeting for consideration and guidance. As there is not currently an active IRC, this is a way to allow for interested Association members to do follow up work if they are so inclined.

9. Adjourn NLT 12 noon. Meeting adjourned at 12pm.