

MCCGJA Board of Directors Meeting

July 19, 2023, 2:00 pm, Civic Center Room 410B

FINAL minutes - revised 7/22/23

Attendees: President Janeko Bower, Vice President Spencer Sias, Treasurer Kevin Hagerty, Secretary Scott Smith, Current Jury Foreperson Rod Kerr, Tom Borden, Dick Gunn, Deborah Haase, Brad Sharp, Dave Bonfilio

1. Meeting was called to order at 2:02 pm
2. Introductions were made
3. Minutes of the June 5, 2023 meeting were approved
4. Janeko discussed her priorities for the upcoming year:
 - a. Continuing outstanding service to the court with jury recruitment, selection and training
 - b. Onboarding new Board members and establishing better documentation of procedures in shared drives
 - c. Reviewing and updating Bylaws
 - d. Getting more active members and engaging them in work to support the Chapter and social activities
5. Kevin gave the Treasurer's report:
 - a. \$9,200 balance in bank
 - b. Cost of the July reception yet to be paid, and will come out of this balance
 - c. Spencer and Dick expressed concern that the Court's reimbursement of recruiting expenses exceeded the \$5,000 agreed maximum.
 - d. Tom and Deborah suggested approaching Judge Chou, Judge Talamantes, and Court Executive Officer James Kim to update the reimbursement agreement with a higher reimbursement amount, to include recruiting and any training expenses, before the Judges transition on December 31.
 - e. Spencer suggested including a charge for training expenses, such as development of materials and the presentation.
 - f. Kevin will prepare a budget for the July 1, 2023 to June 30, 2024 Fiscal Year and present it for approval at the next Board meeting August 14
6. Committee Chairs gave updates:
 - a. Social (Brad)
 - i. Reception for outgoing/incoming jurors at The Club July 19.
 - ii. Considering additional fun events, for example a winery outing or a holiday party

iii. Kevin recommended that additional events break even financially by charging for attendance. The July reception is the only social event 100% funded by the Chapter.

b. Training (Dave)

- i. Building documentation for future trainers
- ii. Recent training was all in person, using the large County Counsel conference room
- iii. Dave noted that the incoming jury asked good questions during training
- iv. Rod complemented the trainers and noted good feedback from jurors

c. Membership (Dick)

- i. Getting started on building a membership roster
- ii. Will include active members, alumni, and all past jurors
- iii. Rod asked about alternates as potential future jurors. Tom noted that the Judge is amenable to putting alternates who were never seated directly into the drawing without requiring another interview

d. Website (Janeko)

- i. Janeko requested everyone review the website and send her suggestions
- ii. She is spending a lot of time on website upkeep
- iii. Tom suggested revising the periodic chapter newsletter to link to the website and keep membership informed

e. Outreach (Spencer)

- i. Spencer requested that Outreach be added to the next Board meeting agenda

7. Meeting adjourned at 3:27 pm. Next meeting Monday, August 14, 10:00 am in Civic Center Room 410B.

Respectfully submitted,
Scott Smith, Secretary