

MCCGJA Board of Directors Meeting

August 14, 2023, 10:00 am, Civic Center Room 410B

FINAL minutes - revised 8/14/23

Attendees: President Janeko Bower, Treasurer Kevin Hagerty, Secretary Scott Smith, Jim Lawson, Larry Bauer, Michele Manos, Dick Gunn, Deborah Haase, Brad Sharp, Bernie Samet, David Gabriel, Tom Borden

1. Meeting was called to order at 10:05 am.
2. Introductions were made.
3. Minutes of the June 21, 2023 membership meeting and July 19, 2023 board meeting were approved.
4. Janeko gave the President's report regarding planning for an upcoming membership meeting:
 - a. Membership meeting to follow a board meeting
 - b. Seeking to improve member engagement and increase revenue through memberships dues or donations
 - c. Looking into fun venues with Brad
 - d. Hoping to do this in late October or November.
5. Kevin gave the Treasurer's report:
 - a. July 31 bank balance \$7,918.
 - b. \$570 received from the County in August for current juror membership dues.
 - c. Developing budget for calendar year, and will present it at the next board meeting. Several questions related to the budget need to be agreed upon:
 - i. Kevin recommends that revenue and expenses break even or build reserves.
 - ii. Reassessing membership dues structure.
 - iii. Encouraging donations (or optional annual activity fees) from life members.
 - iv. Renegotiating the reimbursement agreement with the Superior Court.
 - v. Fees for the annual luncheon covering expenses, including guest attendance and speaker fees.
 - vi. The annual reception for new and outgoing jurors being funded from Chapter funds.
 - vii. Need for an annual insurance policy.

6. Project Leaders gave updates:
 - a. Membership (Dick)
 - i. Dick and Scott have combined membership lists into one working copy kept in the membership@mccgja.org Google Drive:
 1. 195 total names
 2. 92 active members current with dues, from records available
 3. 76 of these are life members
 - ii. Meeting with previous membership chair Jim Bridgeman tomorrow to understand his process for updates.
 - iii. Propose asking for a volunteer from each prior jury term to review and update contact information from jurors from that year, and eventually make outreach to solicit new members.
 - iv. Michele suggested tracking membership participation in addition to dues status.
 - b. Social (Brad)
 - i. Scouted a couple of wineries as potential locations for a membership meeting, with a cost of about \$60 per person. Will also look into lower cost options.
 - ii. Brad recommends reinstating a periodic newsletter to engage members in between meetings.
 - iii. Researched options for membership tracking/outreach software, with prices from \$49 to \$99 per month.
 - c. Bylaws (Deborah)
 - i. Deborah and Michelle working on 4 potential substantive changes to bylaws:
 1. Making officer duties less proscriptive, to allow for future flexibility.
 2. Reconciling 501(c)3 nonprofit status with membership organization status, while still following the template of CA Grand Jurors Association bylaws.
 3. Adding a section about the Chapter seeking to recruit a representative jury pool.
 4. Revising the section about not entering into contracts to allow the agreement with the Superior Court on recruiting and selection.
 - ii. Tom might have a MS Word copy of the bylaws, and will send it to Michelle if so.
 - iii. Deborah and Michelle will bring changes to the board for concurrence, then ask membership to vote on Bylaw updates at a future membership meeting.
 - d. Superior Court Agreement (Tom)

- i. Tom will head a subcommittee consisting of Janeko, Kevin and Pat Shepherd to work on this issue.
 - ii. Considering asking to increase the maximum reimbursement amount from \$5,000 to \$10,000 to reflect inflation and increased spending on these activities.
 - iii. Propose that the subcommittee meets with Judge Chou in October to allow time for the agreement to be updated by year end.
7. Janeko discussed the California Grand Jurors Association Annual Conference:
 - a. In Walnut Creek, October 22-23.
 - b. Chapter members are encouraged to attend.
 - c. Spencer will moderate a panel discussion on recruiting.
8. Meeting adjourned at 11:33 am. Next meeting Wednesday, September 13, 10:00 am in Civic Center Room 410B.
 - a. Spencer will lead this meeting since Janeko will have just returned from an overseas trip.
 - b. Pat will capture minutes for this meeting since Scott will be away.

Respectfully submitted,
Scott Smith, Secretary