



## Board of Directors Meeting

### Minutes

April 22, 2024  
Board Meeting Dinner  
Time: 6:30 PM

Location:  
**HYATT REGENCY SACRAMENTO**  
1209 L Street, Sacramento, CA 95814, USA  
Tahoe Room

April 23, Legislative Action Day  
Time: 8:30 AM

Location:  
Capitol Advisors Group, LLC  
925 L Street, Suite 1200, Sacramento, CA 95814

**Call to Order:** Chair, Catherine Kawaguchi, called to order at 6:33 PM.

**Roll Call:** Board Members Catherine Kawaguchi, Julie Mitchell, Roxane Fuentes, Melissa Moore, Paul Johnson, Gudiel R. Crosthwaite, and Rebeca Andrade were in attendance. John Roach and Louise Taylor from SEAC attended. Caitlin Jung and Barrett Snider from Capitol Advisors Group were present. Kenneth Hurst and Mary Ann Dewan were unable to attend.

### Approval of Agenda

**M:** GC  

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**S:** JM  

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**V:** Unanimous  

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## **PUBLIC COMMENTS**

Members of the public are welcome to address the board of directors on any item listed on the agenda or any other item of specific concern. Speakers are requested to limit their comments to four minutes unless the time is waived by a majority of the board members present. If a member of the public requests a response from the board, the chair of the board may ask the executive director to respond to them personally after the meeting or in writing or may direct the executive director to provide the board with additional information on a future agenda.

## **BOARD OF DIRECTOR MEMBER REPORTS**

Members of the board of directors may make reports and communicate information to the entire board, staff, and public.

## **INFORMATIONAL REPORTS AND PRESENTATIONS**

The staff and invited guests may present informational reports and presentations requiring no action by the board of directors on this agenda.

### **1. Activity Reports**

The Executive Director and Assistant Executive Director provide reports of their activities since the last Board Meeting.

#### Recommendation

Receive for information and comment.

### **2. Membership Report**

The Executive Director provide a current Membership Report

#### Recommendation

Receive for information and comment.

### **3. Financial Reports**

The Board is provided with the 2023 – 24 Financial Reports to date.

#### Recommendation

Receive for information and comment.

#### 4. Professional Development, Special Projects, and Services Report

The Board is provided with a report of Professional Development Report from Louise Taylor and SEAC Independent Contractors

##### Recommendation

Receive for information and comment.

#### 5. Board Terms Expiring 2024

##### Terms Expiring 2024

1. Melissa Moore

Both Melissa Moore and Julie Mitchell are retiring July 1, 2024.

Gave directions and formed committee nominating Paul Johnson as Chair and Gudiel Crosthwaite, and Rebeca Andrade as committee members. At the June Board Meeting they will direct John Roach, Executive Director, on filling the Board positions. Additionally, the Board asked Catherine Kawaguchi to contact Kenneth Hurst to determine further action.

##### Recommendation

Receive for information and comment.

M: MM

S: JM

V: Unanimous

#### 6. Approval of Annual Audit

The Board received the audit information and directed staff to continue to maintain fiscal stability. The Board also directed John Roach, Executive Director, to bring an annual budget to the June meeting that would include any increased salary costs and stay in-line with the JPA agreement Article II, Section 3 C, “... reimbursement is approved by the Executive Director prior to the annual budget preparation deadline”. The Budget will include approval of reimbursement for expenses for Board members for travel to and attendance at the annual Legislative Action meeting.

The By-laws and California law require an annual audit of the JPA’s finances.

##### Recommendation

Receive for information and comment.

<b>M</b>	GC
<b>S</b>	PJ
<b>V</b>	Unanimous

**7. Approval of the Legislative Update and Agenda for Legislative Action Day**

The board took positions on several current bills and discussed Tuesday’s meeting with Legislative staffers.

The Board will consider the recommendations for SEAC to take positions and discuss and approve the agenda for Tuesdays Legislative Action Day

<b>M</b>	RF
<b>S</b>	GC
<b>V</b>	Unanimous

Recommendation

Receive for information and comment.

**8. Consent Agenda and Routine Items of Business**

All items below are considered by the Board of Directors to be routine and can be approved by one action. There will be no discussion of these items prior to board action unless members of the board, staff, or public request specific items to be removed from the Consent Calendar for discussion and individual action.

**8A Minutes of December 3, 2024 Board Meeting**

**8B Next Board Meeting Date and Locations**

June 21, 2024 8:30 Zoom  
September 13, 2024 8:30 AM Zoom  
December 6, 2024 3:30 PM CSBA Anaheim

Recommendation

Receive for information and comment.

**9. Adjournment**

Adjourned at 8:14 PM

<b>M</b>	PJ
<b>S</b>	JM
<b>V</b>	Unanimous