



## Board of Directors Meeting

### Minutes

Date: June 21, 2024  
Time: 8:30 AM  
Place: Zoom  
<https://us02web.zoom.us/j/9124257384>

**Call to Order:** Chair, Catherine Kawaguchi, called to order at 8:37 AM.

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

#### Approval of Agenda

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

## **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. Legislative Update from Capitol Advisors**

The Board is provided with an update of the current budget and legislative activities by Capitol Advisors

Recommendation

Receive for information and comment.

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**LEGISLATIVE SESSION: *For Action Items Requiring Board Action***

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The Board of Directors is in legislative session to act on items that are on the agenda. No action may be taken on any other items at this meeting. The chair presides, and Robert’s Rules of Order are in effect.<sup>4</sup>

**6. Contract with the Executive Director for 2024-25**

The Board will consider extending the Contract with the Executive Director for the 2024-2025 fiscal year.

Recommendation

Approve the Contract Extension.

**M PJ**  

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**S RF**  

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**V Unanimous**  

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**7. Proposed Annual Budget**

The Board will review the proposed 2024-25 Annual Budget which reflects an increase in consulting hourly rates as well as a \$1 per month increase for the Executive Director and Board Travel to the Legislative Action Day.

M JM  
S PJ  
V Unanimous

**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 April 22 2024 Board Meeting**

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

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

Recommendation

Receive for information and comment

M RF  
S JM  
V Unanimous

**9. Adjournment**

Meeting was adjourned at 9:24 AM

M RF  
S RA  
V Unanimous