



Board of Directors Meeting Minutes
Tuesday January 19, 2021, 6:00 PM

Location: Zoom Video Conference:

[Click Here to Join the Meeting](#)
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For Audio Only, Dial:

1-669-900-6833
and Enter Meeting ID 89726168155#

BOARD OF DIRECTORS

Cindy Thomas – Chair
Domenica Giovannini – Vice-Chair
Ronda Black – Secretary
Randy Stewart – Treasurer
Fred Carroll
Vacant Seat
Vacant Seat
Ingrid Alverde - City of Petaluma Designate
Vacant - Petaluma School District Designate

1. ROLL CALL – 6:04 P.M.

- Absent: Randy Stewart

2. PUBLIC COMMENT

Public comment on issues not on the agenda. Time for comment on agenda items will be made available during discussion of those items. No action can be taken by the Board on issues raised in any comments; however, the Board may refer questions to PCA Management for review.

-None

3. BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENT

- None

4. AGENDA APPROVAL

Remove Item 11B and table for future meeting due to the absence of the Executive Director.

- Black 1st / Carroll 2nd / All Approve

5. APPROVAL OF MINUTES

Minutes for November 17, 2020 PCA Board of Directors Meeting.

- Thomas 1st / Black 2nd / Approved

6. TREASURER'S REPORT - Stewart

- Treasurer is absent from this meeting.

7. EXECUTIVE DIRECTOR'S REPORT - Belway

- Executive Director is absent from this meeting.

8. CONSENT CALENDAR

- None

9. REPORTS OF COMMITTEES

- Executive Committee (Thomas, Giovannini, Black, Stewart)
 - Committee met 01/12, no action to report.
- Finance Committee (Stewart, Black)
 - No meeting.
- Nominating Committee (Giovannini, Carroll, Alverde)
 - No meeting.
- Policies & Procedures (Thomas, Giovannini, Alverde)
 - No meeting.
- Outreach Committee (Thomas, Black, Carroll)
 - Committee has been meeting regularly, focus is on outreach campaign and fundraising, to include an event in 2021 to celebrate the 25 year anniversary of PCA.

10. OLD BUSINESS

- A) Implementation Plan Review – Standing Item (All)
 - No action taken.
- B) Discussion and possible action for reopening PCA post Shelter In Place – Standing Item (all)
 - No action taken, COVID-19 restrictions remain in place.
- C) Discussion and possible action to create an Operations Manual (All)
 - No action, Executive Director is absent from this meeting.
- D) Discussion and possible action on Outreach Committee Campaign & survey results (Thomas)
 - No action, reviewed results.
- E) Discussion and possible action to brainstorm agenda for Board Retreat (Thomas)
 - Agenda will be focused on goals and objectives.

11. NEW BUSINESS

- A) Discussion and possible action to give consent for funds for grant writing class (Thomas)
 - Unanimous consent to support sending Belway and Black to attend a grant writing class at SRJC with PCA covering the cost of tuition.
- ~~B) Discussion and possible action on Development Calendar (Belway)~~

12. ADJOURN TO CLOSED SESSION

- No closed session items.

13. REPORT OUT OF CLOSED SESSION:

- No closed session

ADJOURN - 7:00 pm

- Giovannini 1st / Stewart 2nd / All approved

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