**Board of Directors Meeting Agenda**
**Tuesday, February 15, 2022**
**6:00 PM**

**Location: Zoom Video Conference:**
Click Here to Join the Meeting
or go to www.zoom.us and enter Meeting ID 847 3445 8787
Passcode: 510510
**For Audio Only, Dial:**
1-669-900-6833
and Enter Meeting ID 84627820751#, *425954#

**BOARD OF DIRECTORS**
Cindy Thomas – Chair
Ingrid Alverde – Vice-Chair, City of Petaluma Designate
Vacant – Secretary
Randy Stewart – Treasurer
Fred Carroll
Tim Williamsen
Ronda Black
Vacant - Petaluma School District Designate x 2

1. **ROLL CALL – 6:00 PM**

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.

3. **BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENTS**
   Directors Comments, Announcements

4. **AGENDA APPROVAL**
   Requests for modifications, deletions, additions

5. **APPROVAL OF MINUTES**
   Minutes for November 16, 2021 PCA Board of Directors Meeting
   Minutes for January 18, 2022 PCA Board of Directors Meeting

6. **TREASURER'S REPORT**
   Report for January 2022 Financial Statements (Stewart)

7. **EXECUTIVE DIRECTOR'S REPORT**
   Report for January 2022 (Thommavong)

8. **CONSENT CALENDAR**

None.

9. **REPORTS OF COMMITTEES**

- Executive Committee (Thomas, Alverde, Stewart)
- Finance Committee (Stewart, Black)
- Nominating Committee (Carroll, Alverde)
- Policies & Procedures (Thomas, Alverde)
- Outreach Committee (Thomas, Black, Carroll)

10. **OLD BUSINESS**

A) Implementation Plan Review - Standing Item (All)
B) Development Calendar Review – Standing Item (All)
C) Discussion and possible action on timeline for the Annual Report (Thomas)
D) Discussion and possible action to revert back to in-person board meetings (Thomas)
E) Update on recruitment of Directors for vacant seats (Thomas/Carroll)

11. **NEW BUSINESS**

A) Discussion and possible action to appoint PCA Advisory Committee members (Thomas)
B) Discussion and possible action to Revise Membership Fees (Thoummavong)
C) Discussion and possible action to Revise Bylaws (Thomas)
D) Discussion and possible action to Schedule Board Retreat (Thomas)
E) Discussion and possible action to Revise PCA Employee Handbook (Thomas/Thoummavong)
F) Discussion and possible action to Revise office rental space (Thoummavong)
G) Discussion and possible action to participate in Butter & Egg Days Parade (Thomas)
H) Discussion and possible action to approve updated Underwriting Plan (Thommavong)

12. **ADJOURN TO CLOSED SESSION:**

A) Personnel Matters

13. **REPORT OUT OF CLOSED SESSION**

**ADJOURN**

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