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

Location: Zoom Video Conference:
Go to www.zoom.us and enter the following:
Meeting ID – 847 3445 8784
Passcode - 510510
For Audio Only, Dial:
1-669-900-6833
and Enter Meeting ID 6699006833#, *510510#

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
   Minutes of February 15, 2022 PCA Board of Directors Meeting

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

7. **EXECUTIVE DIRECTOR'S REPORT**
   Report for February 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 2020-2021 Annual Report (Thomas/Thommavong)
D) Discussion and possible action to revert back to in-person board meetings (Thomas)
E) Update on recruitment of Directors for vacant seats (Thomas)
F) Discussion and possible action to Revise Bylaws (Thomas)
G) Discussion and possible action to create a PCA Advisory Committee (Thomas)
H) Discussion and possible action to Revise Membership Fees (Thoummavong)
I) Discussion and possible action to Schedule Board Retreat (Thomas)
J) Discussion and possible action to participate in Butter & Egg Days Parade (Thomas)
K) Discussion and possible action to approve updated Underwriting Plan (Thommavong)
L) Discussion and possible action to Revise PCA Employee Handbook (Thomas/Thoummavong)

11. **NEW BUSINESS**

A) Discussion and possible action to update check signers for bank accounts (Stewart)
B) Discussion and possible action to approve expansion of office space (Thommavong)
C) Discussion and possible action to reorganize the Outreach Committee (Thomas)

12. **ADJOURN TO CLOSED SESSION:**

A) None

13. **REPORT OUT OF CLOSED SESSION**

ADJOURN

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