Board of Directors Meeting Minutes
Tuesday, November 16, 2021
6:00 PM

Location: Zoom Video Conference:
Click Here to Join the Meeting
or go to www.zoom.us and enter Meeting ID 825 1505 3077
Passcode: 247326
For Audio Only, Dial:
1-669-900-6833
and Enter Meeting ID 82515053077#, *247326#

BOARD OF DIRECTORS
X Cindy Thomas – Chair
Vacant – Vice-Chair
Vacant – Secretary
X Randy Stewart – Treasurer
X Fred Carroll
X Tim Williamsen
Ronda Black
Vacant Seat
X Ingrid Alverde - City of Petaluma Designate
Vacant - Petaluma School District Designate x2

1. **ROLL CALL – 6:00 PM**
X marks present above.

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 & ANNOUNCEMENTS**
Directors Comments, Announcements.

4. **AGENDA APPROVAL**
Requests for modifications, deletions
RS moved and FC second, unanimous.

5. **APPROVAL OF MINUTES**
Minutes for October 19, 2021 PCA Board of Directors Meeting
TW moved, FC second, unanimous

6. **TREASURER'S REPORT**

Report for October 2021 Financial Statements (Stewart)

7. **EXECUTIVE DIRECTOR'S REPORT**

Report for October, 2021 (Thommavong)

8. **CONSENT CALENDAR**

None.

9. **REPORTS OF COMMITTEES**

- Executive Committee (Thomas, Giovannini, Black, Stewart) None.
- Finance Committee (Stewart, Black) None.
- Nominating Committee (Giovannini, Carroll, Alverde) None.
- Policies & Procedures (Thomas, Giovannini, Alverde) None.
- Outreach Committee (Thomas, Black, Carroll) None.

10. **OLD BUSINESS**

A) Implementation Plan Review - Standing Item (All)
No discussion.
B) Development Calendar Review – Standing Item (All)
No discussion.
C) Timeline on Annual Report (Thomas)
No discussion.
D) Election of Board Officers (Thomas)
Ingrid Alverde nominated for Vice Chair. Secretary seat remains vacant.
CT moved and RS second, carried.
E) Revert back to in-person board meetings.
No Action.
F) Budget review (Thomas/Thommavong)
No Action.

11. **NEW BUSINESS**

A) Appointment of Advisory Committee (Thomas)
Tabled.
B) Revise Membership Fees (Thommavong)
Pon to create cost analysis to present at January meeting.
C) Revise Bylaws.
Tabled.
D) Schedule Board Retreat (Thomas)
Tabled.

12. **ADJOURN TO CLOSED SESSION 6:29 PM:**

RS moved, TW second
A) Personnel Matters
No action.

13. **REPORT OUT OF CLOSED SESSION**

ADJOURN

RS moved and FC second

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