Board of Directors Meeting Minutes
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 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
X Ingrid Alverde – Vice-Chair, City of Petaluma Designate
Vacant – Secretary
X Randy Stewart – Treasurer
X Fred Carroll
X Tim Williamsen
X Ronda Black
Vacant Seat
Vacant - Petaluma School District Designate x2

1. **ROLL CALL – 6:07 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
TW moved and RS second, unanimous.

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

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, 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) Revert back to in-person board meetings.
No Action.

11. **NEW BUSINESS**

A) Appointment of Advisory Committee (Thomas)
Tabled.
B) Revise Membership Fees (Thommavong)
Tabled.
C) Revise Bylaws.
Tabled.
D) Schedule Board Retreat (Thomas)
Tabled.
E) Revise PCA Employee Handbook (Thomas/Thommavong)
Tabled.
F) Expansion of PCA office space.
Finance committee to meet and do cost analysis. No action.
G) Participation in Butter & Egg Days parade.,
No entry, no action.
H) Approve updated Underwriting Plan (Thommavong)
Pon to come back with proposal at March board meeting.

12. **ADJOURN TO CLOSED SESSION**

None

13. **REPORT OUT OF CLOSED SESSION**

ADJOURN

FC moved and RS second

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