Board of Directors Meeting Minutes
November 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 Steve Rustad
Vacant Seat
Vacant - Petaluma School District Designate x2

1. **ROLL CALL – 6:05 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 SR second, unanimous.

5. **APPROVAL OF MINUTES**
Minutes for October 18, 2022 PCA Board of Directors Meeting
Tabled

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

7. **EXECUTIVE DIRECTOR'S REPORT**

Report for October 2022 (Thommavong)

8. **CONSENT CALENDAR**

None.

9. **REPORTS OF COMMITTEES**

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

10. **OLD BUSINESS**

A) Implementation Plan Review - Standing Item (All)
No discussion.
B) Development Calendar Review – Standing Item (All)
No discussion.
C) Revise PCA Employee Handbook (Thomas)
Tabled. Cindy, Tim and Pon to meet in January.
D) Update on Board of Directors bios and photos (Thomas)
No action..
E) Return to in-person board meetings. (Thomas)
No action.

11. **NEW BUSINESS**

A) Collection of PEG fees (Thommavong)
No action.
B) Appoint board directors to committees. (Thomas)
Tim to join finance and policy and procedures committees, Steve to join nominating and outreach committees.
CT moved and TW second, unanimous.

12. **ADJOURN TO CLOSED SESSION**

FC moved and RS second, unanimous
Personnel matter.

13. **REPORT OUT OF CLOSED SESSION**.

No action.

ADJOURN 7:13 PM

RS moved and IA second

* * * * * * *