Board of Directors Meeting Minutes
October 23, 2023
5:30 PM

Location: PCA Offices
205 Keller Street, Suite 203
Petaluma, CA 94952

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

1. **ROLL CALL – 5:31 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.
None

4. **AGENDA APPROVAL**
Requests for modifications, deletions
Add item 11B to discuss Annual Members Meeting
RS moved and TW second, unanimous.

5. **APPROVAL OF MINUTES**
Minutes for September 19, 2023 PCA Board of Directors Meeting
TW moved and RS second, unanimous

6. **TREASURER'S REPORT**
Report for September 2023 Financial Statements (Stewart)

7. **EXECUTIVE DIRECTOR'S REPORT**

Report for September 2023 (Thomas))

8. **CONSENT CALENDAR**

None.

9. **REPORTS OF COMMITTEES**

· Executive Committee (Thomas, Alverde, Stewart) None.

· Finance Committee (Stewart, Williamsen) Met 10/10, reviewed budget. More discussion under agenda item 12B.

· Nominating Committee (Carroll, Alverde) None.

· Policies & Procedures (Thomas, Alverde, Williamsen) None

· Outreach Committee (Thoummavong, Carroll, Alverde) None.

10. **OLD BUSINESS**

A) Implementation Plan Review - Standing Item (All)

No action.

B) Development Calendar Review – Standing Item (All)

No action.

C) Review/refresh PCA Financial Policies (Finance Committee)

No action / tabled.

11. **NEW BUSINESS**

A) Appoint PCA Executive Committee Secretary (Thomas)

No action / tabled.

B) Reschedule Annual Members Meeting

No action / tabled.

12. **ADJOURN TO CLOSED SESSION**

A) Personnel matter.

B) Reorganization of PCA Operations & Staffing

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

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ADJOURN 6:10 PM

CT moved / TW second

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