Board of Directors Meeting Minutes
September 19, 2024
5:30 PM

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

BOARD OF DIRECTORS

X Cindy Thomas – Chair
Vacant – Vice-Chair, City of Petaluma Designate
Vacant – Secretary
X Randy Stewart – Treasurer
X Tim Williamsen
X Michael Nistler
X Thom Maslow
X Nick McGowan (remote)
X Brenden Galten – City of Petaluma Designate
Vacant - Petaluma School District Designate

1. **ROLL CALL – 5:40 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
RS moved and TW second

5. **APPROVAL OF MINUTES**
Minutes for August 20, 2024 PCA Board of Directors Meeting
TW moved and TM second

6. **TREASURER'S REPORT**
Report for August 2024 Financial Statements (Stewart)
** Finance Committee to meet before October Board meeting to finalize the draft 2024-2025 PCA Budget for discussion/action at the October Board meeting.

7. **EXECUTIVE DIRECTOR'S REPORT**

Report for August 2024 (Thomas))

8. **CONSENT CALENDAR**

None.

9. **REPORTS OF COMMITTEES**

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

10. **OLD BUSINESS**

A) Strategic Planning Continuation

Thom provided a handout which is his recommended template for an annual report.
He is also working on job descriptions for an operations manager and ED.
No action.

B) Approve 2024-2025 Budget

Finance committee did not meet, this is tabled for the October meeting.
No action.

11. **NEW BUSINESS**

A) Election Update and recommendations for Bylaws Changes

RS moved and MN second

B) Training programs

No action.

C) Emergency Announcements for radio/TV

No action.

12. **ADJOURN TO CLOSED SESSION**

CT moved and TW second

A) Personnel issue.

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

No action.

ADJOURN 7:35 PM

CT moved / RS second

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