



**“Unifying our community and educating our residents on the services available so they may access services that will promote a healthy, safe, and thriving community”**

**General Meeting Minutes  
11/26/2012  
Meeting Called to Order at 6:08 pm**

**I. Board of Directors: Roll Call**

| <b>Name</b>            | <b>Position</b>              | <b>Present/e</b> |
|------------------------|------------------------------|------------------|
| Joseph Zamora          | President                    | Yes/No           |
| Jennifer Sanchez       | Vice President/<br>Secretary | Yes/No           |
| Loretta Spence         | Director                     | Yes/No           |
| Laura Rodriguez        | Treasurer                    | Yes/No           |
| Connie Farris          | Coordinator                  | Yes/No           |
| Anjelica Aguilar       | Director                     | Yes/No           |
| Jerome Rasberry        | Director                     | Yes/No           |
| Matilde<br>Covarrubias | Director                     | Yes/No           |
| Toni Borges            | Director                     | Yes/No           |
| Carl Starks            | Director                     | Yes/No           |

**II. Group Finances:**

- a. Report of total balance (Treasurer) going into the group’s account:
- Total amount in group funds is \$44.00
  - The Kohls Money is still in process
  - MOP \$200 Donation?
    1. Group must write a letter re-requesting these funds
    2. Connie will write the letter and will send to Enid who will send it to Tsia Xiong on behalf of the group.

**III. Group Conversations**

- Revisiting Board meetings, decision making protocol and bylaws
  1. Response to the question re: article 5, section C, will be tabled for next meeting, wait for Loretta Spence to send or share optional verbiage to be used here.

2. All conversations must go through the board and the general population.
  1. EX: we come up with ideas of how to use the mini grants for the spring health fair, we bring those ideas to our general meeting and allow the public to hear our ideas for their community and also give their feedback and ideas.
  3. We can communicate via email and phone calls on issues that need decisions in between meetings.
- 4. Toni Borges stated that she would be unable to stay at any Board meeting past 6:45 as she has other board commitments that she has to attend to at 7pm on Monday nights.
- Establishing group time line(s) and group objectives
  1. Update: Busing issue
    1. What has happened so far?
      - A. The MHSD responded to our demand letter, stated they will respond by 12/03, Enid will provide time and place and encourage us to attend that meeting to discuss our demands in that letter.
    2. Where do we want to go?
      - A. How do we see our participation with the Walk the Talk group. We stated that we will just a supporting entity
- Fundraising events
  1. Any in mind?
  2. When should we have these events?
  3. We will use our December 3<sup>rd</sup> meeting to discuss this, make a plan and a timeline for the upcoming year.
- Board membership discussion (possible Bylaw amendment)
  1. Do all the Directors on this Board qualify as Directors under the Director membership definition?
    1. All directors stated that they qualify to be on this board.
  2. There are 10 people of this Board but the bylaws state that there can only be up to 9.
    1. Board discussion on this item was extensive and resulted in two motions mentioned below. As explained in the meeting, with Anjelica Aguilar on the Board there are 10 members where the bylaws state that only 5 to 9 directors will be on the Board. To remedy this issue the Board discussed alternatives (motions below). Although expanding the Board would allow for everyone to participate on this Board, the resistance to expanding the Board to 11 members was due to lack of additional resident participation, additional schedule conflicts and the Board just being too large to manage itself.
      - A. 1<sup>st</sup> motion proposed by Loretta Spence was to increase board to 11 Directors.
        1. Board vote: 4 yeas; 5 nays
      - B. 2<sup>nd</sup> motion proposed by Carl Starks was to allow Carl Starks to step down from our board to allow for the Anjelica Aguilar to remain on the Board.
        1. Board Vote 5 yea; 4 nays.
    2. As voted, Carl Starks proposed motion to step down from the Board was approved and thus Carl will no longer be on the board; however, Anjelica will remain on the Board.
- Banking Protocol

1. What should be the group process to:
  1. Withdrawal: basic w/d form will be created and approved by board and it will specify which two signers will be authorized for that withdrawal
  2. Deposit: any deposits if checks then copy before depositing and the copy given to board. For cash, then two people count the cash, then deposit. When collecting money at events, prior to the event designate those two people.
  3. Request for donations: Connie will send Enid a form that was previously used, just need to add our EIN #. Anyone can ask for donations, we just have to notify the board who we are asking.
- Document creation/ process (creation agenda, meeting facilitation)
  1. Due to lack of time this training will be left to a later date
- Should we have a general meeting next month?
  1. Next meeting will be Monday, December 3<sup>rd</sup>
    1. Close Session 6 to 7pm
    2. Open Session 7pm to 8pm
      - A. Potluck Style Session
  2. If yes, what are topics we should have at the next meeting?
    1. Please see number VI. Agenda items for the next community meeting for details on topics
- Updated of phone tree!

#### **IV. Agenda items for the next community meeting:**

- December 3<sup>rd</sup> meeting topics will be:
  1. BFCI fundraising, Establish calendar / time of events
  2. BHC mini-grant report back to us.
  3. Addressing BHC outcomes with specific community projects addressing youth development, economical development and violence prevention

#### **V. Agenda Items for next Board meeting:**

- January 7<sup>th</sup> Meeting topics will be:
  1. Roberts Rules of Order
  2. Voting Protocol
  3. Document creation/ process (creation agenda, meeting facilitation)

#### **VI. Items approved by the Board at this meeting:**

- 1. Bylaws will remain as is with total number of Board remaining between 5 to 9 Directors, thus Carl Starks has stepped down from Board and Anjelica Aguilar will remain on Board.

#### **VII. Conclusion**

- Final thoughts, questions, concerns?
  1. Loretta Spence asked to clarify meetings and it was clarified by the Board that Board meetings and general meetings are the 1<sup>st</sup> Monday of ea. month with the first hour being a closed meeting followed by the second hour being open to the public.
  2. It was asked how much money does the BFCI Board has?

1. Response: \$44.00
  2. Please see above at Roman Numeral II Group finance details
- Meeting Adjourned at 7:47pm
  - Next Community Meeting is on December 3rd starting at 6pm at the United Way..

For more information please call CRLA Community Equity Initiative CW Enid Picart 209-581-4030

*Meeting facilitated by*



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