

Alta California Regional Center
Board Development Committee Meeting
Monday, November 14, 2016
Minutes

Present:

Dan Lake, Chair
Janet Brandon
Romilda Jones
Amy Lampe (via phone)
Rosa Meza-Villaseñor (via phone)
Brendan Peacock
Rita Walker

Absent: (* excused)

Jacqueline Armstrong
Nasim Hedayati*

Visitors:

Cheryl Worthley

Staff:

Phil Bonnet, Executive Director
Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Monday, November 14, 2016, at 4:06 p.m. in Cricket's Room at Alta California Regional Center to discuss: 1) Report from Chair; 2) New Business; 3) Old Business; 4) Demographics and Attendance; 5) Workgroup Reports; and 6) Goals for BDC for 2016-17 FY. All present provided self-introductions.

Without objection, Dan Lake made the motion to adopt the Board Development Committee meeting minutes of October 11, 2016 as submitted.

1. ***Report from Chair***

- Mr. Lake expressed appreciation for everyone in attendance, both in person and on the phone. As we get closer to the holidays, attendance can be an issue for some.

2. ***New Business***

- BOD Candidates
 - The BDC interviewed Retha Seabron before the October 26th Board meeting and they interviewed Tatiana Kuzminchuk before this meeting. The group believes they would both be an asset to ACRC's Board of Directors.

M/S/C (Rita Walker) **To recommend Retha Seabron and Tatiana Kuzminchuk to the Board for membership at the November Board meeting.** (6 in favor)

- Bylaw changes
 - Mr. Lake emailed the suggested revisions to committee members prior to this meeting.

- As we learned at the September Board Training, the agency's bylaws can include anything as long as they do not conflict with the law.
- The proposed changes would mean that there would be no appointments from the Board President, but a full collaboration and agreement from the entire body. These suggested revisions would have more involvement and inclusion, and would follow *Robert's Rules of Order*.

***Amy Lampe joined the meeting**

- It was suggested that this process might mean more to the individuals that are chosen for the ARCA and ARCA-CAC delegates, knowing that they had the support from the entire Board.
- Bylaws are designed to be changed when appropriate.
- The Board needs to work as one – these revisions would make for a more cohesive Board (more inclusive and participatory).
- Mr. Lake cannot condone what has happened in the past regarding the Nominating Committee and the slate. With *Robert's Rules of Order*, there would be a more deliberative process in selecting the slate for the Officers of the Board.
- Ms. Walker shared that the workgroup would like to suggest these changes and then have the BDC have further discussion on them prior to sending them to the Executive Committee.
- Mr. Peacock expressed concern regarding the suggested changes. These bylaws were discussed at great length before they were approved; he is not in favor of the proposed changes.
- Ms. Meza-Villaseñor shared that participating on a committee versus being a full Board member may be an issue for some individuals – whether they reside in an outlying county or because of time constraints, etc.

M/S/C (Rita Walker) **To move these proposed changes to the Executive Committee for further discussion.** (4 in favor; 1 opposed; 2 abstained)

***Brendan Peacock left the meeting**

3. Old Business

- Additional training for Board (day/time)
 - Mr. Lake suggested that additional training could be done through reading materials, videos and coming to the BDC meetings.
 - Mr. Bonnet and Ms. Brandon shared information about the presentation at last week's Provider Advisory Committee (PAC) from

Norman Kunc and Emma Van der Klift regarding "Conversations that Matter".

- Mr. Lake, Ms. Meza-Villaseñor, and Ms. Walker will research this option further and bring a recommendation back to this committee in January.
- New Board member training to begin with new members – volunteers?
 - Mr. Lake will be working with the new Board members.
- Executive Director (ED) evaluation progress
 - Mr. Lake is gathering all of the information and will be meeting with the Personnel Ad-Hoc Committee in December.
- New ED evaluation
 - Mr. Lake should have a draft copy of the new ED evaluation by the end of this month.

4. Demographics and Attendance

- There have been no changes since the last meeting.
- Mr. Lake clarified that an excused absence does not count as an absence.

5. Workgroup Reports

- Recruitment
 - The workgroup would like to post flyers at the local public libraries in our catchment area.
 - Ms. Meza-Villaseñor suggested contacting the local County Offices of Education – this might be a great option for our Board.
 - Members of this workgroup are looking forward to participating in the MLK day in January 2017.
- Bylaws
 - As discussed earlier, the workgroup met on November 1st, and there is still plenty of time to discuss the suggested revisions.
- Board Communication
 - The workgroup will be re-scheduling a meeting; Ms. Walker will be in touch with members.

6. Goals for BDC for 2016-17 FY

- Improve Communication (work in progress)
- Transparency
- Recruitment (work in progress)
- ED Evaluation (work in progress)
- Training (work in progress)
- Bylaw Review & Update (work in progress)

The next Board Development Committee's meeting is scheduled for **Monday, January 9, 2017**, at 4 p.m. The meeting adjourned at 5:11 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet