

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 26<sup>th</sup> 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 1<sup>st</sup>, 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