

Alta California Regional Center  
Board Development Committee Meeting  
Monday, July 10, 2017  
Minutes

**Present:**

Dan Lake, Acting Chair  
Eric Ciampa  
Romilda Jones  
Amy Lampe  
Rosa Meza-Villaseñor  
Retha Seabron

**Facilitators:**

Amy Fulk  
Larry Prosser

**Visitors:**

Cheryl Worthley

**Absent:** (\* excused)

Rita Walker\*, Chair  
Jackie Armstrong\*  
Nasim Hedayati\*

**Board Members:**

Cindy Benson  
Michelle Rewerts  
Austin Taylor

**Staff:**

Phil Bonnet, Executive Director  
Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Monday, July 10, 2017, at 4:06 p.m. in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) Report from Chair; 2) New Business; 3) Old Business; and 4) Subcommittee/Workgroup Updates. All present provided self-introductions.

**Without objection, Dan Lake made the motion to adopt the Board Development Committee meeting minutes of June 12, 2017 as submitted.**

**1. Report from Chair**

- Mr. Lake expressed appreciation for everyone's attendance today, and shared that Ms. Walker had a prior commitment and is sorry for not being able to attend today's meeting.
- Last year, the BDC accomplished:
  - Establishing a recruitment process; members went to several events to help spread the work about ACRC's Board.
  - Starting a bylaw subcommittee, which put through three changes to help better align the agency with its rules.
  - Revising ACRC's Mission and Vision statements.
  - Developing goals for this committee and its subcommittees.

**2. New Business**

- Bylaw Review
  - Mr. Lake shared that this committee is in charge of reviewing the agency's bylaws. If any revisions are necessary, the committee may send the particular section to the bylaw subcommittee for further action.

- Copies of Article 3 – Directors, Section 3.01 Elected and Designated Directors were distributed for review. Mr. Bonnet read the bylaw aloud.
  - The Department of Developmental Services (DDS) holds the Board accountable in representing our catchment area.
  - How can we make the Board accessible to all? What is required by law?
  - A suggestion was made to possibly change this bylaw to read that the Board will have a minimum number of Directors from a certain number of counties.
  - Another suggestion to possibly research “GoToMeeting”, so that Board members might be able to see and interact, rather than just being on the phone if they cannot attend in person.

### 3. **Old Business**

- September Retreat Logistics
  - Ms. West sent out an email to ask Board members if they would be able to attend the annual September Retreat if it was held in South Lake Tahoe; all but one confirmed their attendance.
  - The September Retreat will be held at the Lake Tahoe Resort Hotel. We will leave on Wednesday afternoon, September 27<sup>th</sup>, have dinner and then begin at 9 a.m. on Thursday morning.
    - Mr. Bonnet suggested either having Board members carpool or possibly having the agency rent a bus to go as a group.
- Training Plan
  - The training plan that has been discussed includes:
    - Bringing back Lorenzo Cuesta to speak about *Robert’s Rules of Order*.
    - Having Peter Tiedemann give an explanation on the monthly Financial Report, so that members have a better understanding of the two budgets that the agency has – Operations (OPS) and Purchase of Services (POS).
    - Bringing back Alfonso Carmona to do another team building exercise with the group.
    - Having a roundtable discussion about what the Board wants to accomplish this fiscal year (FY).
    - Possibly hold a “Meet & Greet” for the community.

### 4. **Subcommittee/Workgroup Updates**

- Recruitment – Dan & Rita
- Communications – Dan, Rita & Amy
- Bylaws – Dan & Rita
  - This workgroup drafts bylaw revisions that come back to the BDC for review

- Training – Dan & Rita
  - This workgroup trains new members on the basics of the agency and how the Board works.
  
- **If anyone is interested in joining a subcommittee, please contact Mr. Lake and/or Ms. Walker.**

The next Board Development Committee's meeting is scheduled for **Monday, September 11, 2017**, at 4 p.m. The meeting adjourned at 4:49 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Phil Bonnet