



Community Action Partnership of Sonoma County  
A 501(c)(3) not for profit organization.

141 Stony Cir, Ste 210  
Santa Rosa, CA 95401-4610

Phone: (707) 544-6911  
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[www.capsonoma.org](http://www.capsonoma.org)

## Board of Directors Meeting: Tuesday, November 24, 2020

6:00-8:30pm

Program and Development Committees

Board Meeting

**Participants agree to honor the group by demonstrating:** Confidentiality, Listening, Respect, Honesty, Humility, Seeking to Understand, Not Taking Things Personally, Caring About CAP. Use "I" statements. Everyone Has Their Own Truth. Be Open to Fun.

**Our meeting will be more effective if you:** Do Not Interrupt, Raise Your Hand to Speak, Turn Off Your Cell Phone, and Avoid Side Conversations.

Call to Order: 6:02pm

Roll Call

**Community Action Partnership Statements:**

- a. **Mission Statement:** Community Action Partnership of Sonoma County creates economic pathways that lasts from generation to generation. *Read by Jamie Padilla*
- b. **Vision Statement:** Community Action Partnership of Sonoma County strives to eliminate poverty and invests in families through partnerships, advocacy and high-impact programs. *Read by Johnny Nolen*
- c. **Promise Statement:** Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other. *Read by Jim Sansone*

**Public Comments, Introductions, Announcements: NA**

**Program Committee:**

Call to Order: 6:05

Head Start Self Assessment: Discussion and Action Needed

Head Start Refunding Application: Discussion and Action Needed

***Todd Sheffield motions the approval, Joey seconds the motion of Head Start Items. No Oppositions and None Abstained. Head Start Self Assessment and Refunding Application moved to Board Consent Agenda.***

Head Start Focus Area 1: Informational

Program Dashboard: Informational

Grant Information Forms: Informational

PGE: 2020 Wildfire Relief

United Way Bay Area: VITA EITC Outreach

OCAP, State of CA: OCAP Economic Empowerment Program

Campbell Foundation: Disaster Relief and Recovery

HHS/ACF/OHS: ACF Head Start

Adjourned: 6:53pm

**Development Committee:**

Call to Order: 6:53pm

Dashboard Highlights: Informational

Year End Donor Calls: Informational/Discussion

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Board Member Giving: Informational  
Adjourned: 7:28

**Full Board Meeting**  
**Call To Order: 7:28pm**  
**Consent Agenda**

Review and make any adjustments to the agenda: Pull For Discussion/Amendments  
Liz to amend agenda: Remove CSBG Budget Approval from tonight's agenda  
Add "September" to Financials approval  
Add Approval of Head Start Items discussed in programs to Consent Agenda: Grant year 2 Approval, Self Assessment, and Focus Area 1  
**Changes will be Italicized and Bolded**

***Johnny Nolen Motions to new agenda, Joey hejnowicz seconds. No oppositions and none abstained***

Review and approve October 27th, 2020 minutes

Review and Approve **September** Financials

Approve Grant Information Forms, as discussed in Program Committee

***Todd Sheffield motions to approve, Joey Hejnowicz seconds the motion. No oppositions and none abstained.***

***Approve Head Start Self Assessment, Refunding Application, and Grant Year 2 Approval as discussed in Program Committee***

**1. New Business/Actions required**

***CSBG Budget Approval: Moved to December***

HS Budget approval: Todd discussed with Board of Directors and Committee recommended approval during finance committee.

***Joey Hejnowicz motions for approval, Denise Ragozzino seconds the motion. No Oppositions and none abstained.***

Richard Horrell BOD Election: Discussion ensued between Board members

***Johnny Nolen Motions for approval, Joey Hejnowicz seconds the motion. No oppositions and none abstained***

2020 CAP Sonoma Board of Directors Officer Elections **MAKE RESOLUTION TOMORROW AND SEND OUT RESOLUTIONS**

Nominations: Pres: Johnny Nolen as President  
VP: Denise Ragozzino as Vice President  
Secretary: Jamie volunteers as Secretary  
Treasurer: Todd Volunteers as Treasurer

***Haejin Han motions keep the same officers, Johnny Nolen seconds the motion. No opposition and none abstained.***

2021 Leadership Conference: Informational

**2. Monthly/Bi-Monthly Updates:**

Executive Director's Report: Next Month

Fiscal Update: Next month

Governance Update: Next Month

Policy Council Liason Update: Next Month

Advocacy Update: Next Month

**3. Correspondence**



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4. Board Comments
5. Informational Items
6. Adjournment: 7:48pm

**Committee Members: Johnny Nolen, Shaun Moran, Denise Ragozzino, Joey Hejnowicz, Todd Sheffield, Jeremy Johnson, Tim Sergent, Betzy Chavez, Susy Valle, Haejin Han, and Jim Sansone**

**Committee Members Not Present: Tim Sergent (Unexcused), Jeremy Johnson, and Betzy Chavez.**

**Guests: NA**

**Quorum Present: Yes**

**Staff: Susan Cooper, Rupinder Malhi, Marcus Clarke, Lisa Grocott, Elizabeth Price**

**Minutes taken by Elizabeth Price**