Board of Directors Meeting Minutes:
Tuesday, September 22, 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: 6:03pm
Roll Call

Community Action Partnership Statements:
  a. Mission Statement: Community Action Partnership of Sonoma County partners with the community to empower low income families through community engagement, health and wellness, education, and financial stability strategies. Read by Johnny Nolen
  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 Todd Sheffield
  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 Denise Ragozzino

Public Comments, Introductions, Announcements:
  d. Introduction to Guests: Gail Ervin and Richard Howell

Program Committee
  1. Consent Agenda
     a. Review and make any adjustments to the agenda
     b. Review and approve July 25th, 2020 minutes
      Jamie Padilla motions for the approval, Denise Ragozzino seconds the motion. No opposition and none abstained.
  2. Disaster Relief Presentation: Kathy Kane & Marta Tilling
     a. Q & A: 10 minutes
  3. Grant Information Forms
     a. Sonoma County CARES ACT Emergency Rental Assistance: Susan Cooper
      Jamie Padilla motions for the approval, Betzy Chavez seconds the motion. No opposition and none abstained.
  4. Program Dashboard: Informational

Program Adjournment: 6:51pm

Development Committee: 6:45-7:10pm
  1. Divisional Highlights: July and August
  2. Donor Calling Update
Board of Directors

1. Consent Agenda
   a. Review and make any adjustments to the agenda
   b. Review and approve August 25th, 2020 minutes
   c. Approval of July 2020 Financials (digitally discussed)
   d. Approval of Grant Info Forms (discussed in Programs)

   Jamie Padilla motions for the approval, Joey Hejnowicz seconds the motion. No opposition and none abstained.

2. New Business/Actions required
   a. Strategic Plan update and approval: Johnny Nolen motions for the approval, Todd Sheffield seconds the motion. No opposition and none abstained.
   b. Annual information update, Commitment Letter, and conflict of interest forms
   c. Officer Elections in November
   d. Tim Sergent term renewal: Votes were cast, and unanimously voted Tim into another term on CAP Sonoma's Board of Directors

3. Standing Agenda Item:

4. Monthly Updates:
   a. Executive Director’s Report: Susan Cooper
   b. Advocacy Update

5. Correspondence

6. Board Comments

7. Informational Items

8. Adjournment: 8:30pm

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: Haejin Han and Jamie Padilla
Guests: Gail Ervin and Richard Hoell
Quorum Present: YES
Staff: Elizabeth Price, Susan Cooper, Marcus Clarke, Kathy Kane, and Marta Tilling.
Minutes taken by Elizabeth Price