



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
Fax: (707) 526-2918

www.capsonoma.org

**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 Ragozinno**

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

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3. Dashboard Q & A
4. **Development Adjournment: 7:07pm**

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