



**Board of Directors Meeting Minutes**

**Tuesday, July 20, 2021**

**6:00 PM**

**Location: Zoom Video Conference:**

[Click Here to Join the Meeting](#)

or go to [www.zoom.us](http://www.zoom.us) and enter Meeting ID 825 1505 3077

Passcode: 247326

**For Audio Only, Dial:**

1-669-900-6833

and Enter Meeting ID 82515053077#, \*247326#

**BOARD OF DIRECTORS**

Cindy Thomas – Chair

Domenica Giovannini – Vice-Chair

Ronda Black – Secretary

Randy Stewart – Treasurer

Fred Carroll

Tim Williamsen

Vacant Seat

Ingrid Alverde - City of Petaluma Designate

Vacant - Petaluma School District Designate (x2)

**1. ROLL CALL – 6:00 PM**

Call to order at 6:07

Thomas, Giovannini, Stewart, Carroll present

Williamsen late

Black, Alverde absent

**2. PUBLIC COMMENT**

None.

**3. BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENTS**

Directors Comments, Announcements none

None.

**4. AGENDA APPROVAL**

Requests for modifications, deletions

- Stewart 1st / Carroll 2nd / All Approve

**5. APPROVAL OF MINUTES**

Minutes for June 16 2021 PCA Board of Directors Meeting

- Tabled

**6. TREASURER'S REPORT**

- Report for June 2021 Financial Statements (Stewart)

## **7. EXECUTIVE DIRECTOR'S REPORT**

Report for June 2021 (Thomas)

## **8. CONSENT CALENDAR**

None.

## **9. REPORTS OF COMMITTEES**

- Executive Committee (Thomas, Giovannini, Black, Stewart)
- Finance Committee (Stewart, Black)
- Nominating Committee (Giovannini, Carroll, Alverde)
- Policies & Procedures (Thomas, Giovannini, Alverde)
- Outreach Committee (Thomas, Black, Carroll)

## **10. OLD BUSINESS**

- A) Implementation Plan Review - Standing Item (All)  
No action.
- B) Development Calendar Review – Standing Item (All)  
No action.
- C) Discussion and possible action for reopening PCA post Shelter in Place (Thomas)  
No action.
- D) Discussion and possible action to approve the draft Operations Manual (Thomas)  
No action.
- E) Discussion and possible action to develop a communication plan (Giovannini)  
No action.
- F) Discussion and possible for restructuring PCA (Thomas)  
Assigned to operations staff.
- G) Discussion and possible action on Board Election (Giovannini)  
Reviewed calendar, all on track.
- H) Discussion and possible action to approve 2021 Budget and Annual Report (Thomas)  
Tabled.
- I) Discussion and possible action on hiring an Executive Director (Giovannini)  
Tabled.

## **11. NEW BUSINESS**

- A) Discussion and possible action to approve 2021-2022 Budget and Annual Report (Thomas)  
-Tabled.
- B) Discussion and possible action on a timeline for hiring and Executive Director (Giovannini)  
-Tabled.

## **12. ADJOURN TO CLOSED SESSION:**

Personnel Matters  
- Stewart 1st / Williamsen 2nd / All Approve

## **13. REPORT OUT OF CLOSED SESSION**

- No action.

## **ADJOURN**

- Stewart 1st / Thomas 2nd / All Approve