

Grand Jurors' Association of Orange County
Board of Directors' Meeting Minutes
February 7, 2019
(Amended and Revised 03-07-19)

1. Call to Order – The meeting was called to order by President Stan Ness at 10:13 am. **Roll Call:** The minimum quorum of seven members was established by the presence of the following: Alf Lyle, April Lancaster, Barton Harlan, Dave Chapel, Diana Merryman, Joe Moreland, John Gallie, Lynn Bonas, Marie Whittington, Sandy Dunkin and Stan Ness. Members absent: Ian Guajardo. Also, in attendance: General Members Bill Underwood, Lynn Fenton and Yvette Hill.

2. Approval of Board Minutes of Jan. 3, 2019 – Lynn Bonas moved that the minutes of the January 3, 2019 Board meeting be approved as published, seconded and approved without further discussion.

3. Treasurer's Report.... John Gallie –

Prior to today's meeting, John had sent out an e-mail copy of the Association's 2018 financial statements to all Board members. It was pointed out that a clarification seemed to be needed for a couple of the entries, i.e., on the "2018 Financial Statement" (see attachment #1) page under **EXPENSES** the Membership total is shown as \$604.99. However, on the "Expenses 2018" page the total for the **Membership** column is \$304.99. It appears that there may be a transcription typo error. John said that he would look into this and report back. If any changes will be necessary, John will revise and reissue the statements. In addition, the monthly CU statement for January 2019 was presented to the Board showing a CD balance of \$9,249.31 and a checking account balance of \$11,357.98. (see attachment #2) John indicated that the Phoenix Club needed a luncheon reservation deposit of \$1,000 for the year of 2019. Lynn Bonas volunteered to hand carry the check to the Phoenix Club today.

Lynn moved that the Treasurer's report be approved as presented, pending any possible adjustments. Motion was seconded and passed without further discussion.

John also announced that he had made available online copies of the "Expense Submittal" form and the "Revenues Submittal" form for Association members' future use.

Per the Association Bylaws, an *ad hoc* Audit Committee was appointed by President Ness. The committee is composed of General Members, Bill Underwood and Lynn Fenton. They will make a report of their findings for review to the Board by the April 2019 meeting.

4. Membership Report.... Alf Lyle – It was reported that we currently have 55 paid memberships. Alf will get with Mike Morris to send out another e-mail blast reminding everyone of the importance of membership in the Association and to please submit payment of the dues fees, if they have not already done so. A brief discussion followed as to why only one member of the 2016-17 jury has joined the Association. No definitive answer to this question was determined.

5. Programs.... Lynn Bonas –

(A) **Status of luncheon speaker for the March** meeting – County Chief Probation Officer, Steven Sentman, will be the speaker for March. It was also announced that U.S. Congressman, Lou Correa, will be the speaker for the June luncheon meeting. It was suggested that the speaker for the

September luncheon meeting be O.C. Sheriff, Don Barns. Lynn indicated that former O.C. Board of Supervisors member, Bill Steiner would like to speak briefly at one of our luncheons (he would like to thank the Association for previous support). It was suggested that, in the future, we invite The Voice of OC to some of our luncheons to listen to main speakers.

- (B) **Suggestions for future speakers** – or future programs that do not involve a speaker. (Discussion combined with item 5 (A) above.)
- (C) **Biographical sketches for the newsletter.** – Lynn requested that everyone submit a one-paragraph (three or four sentences) biographical sketch to her. It should include what Grand Jury(ies) you were on, what position(s) you hold on the current Board, etc. This will be used in our newsletter in a future edition(s).

6. **Newsletter....** Mike Morris – Due to Mike being out of the country, no report was given.

7. **Committee Reports:**

(A) **Measure M....** Bill Underwood –

President Ness began by saying that he had just received in the mail the contract from OCTA and that he will sign and distribute the copies appropriately. Bill reported that between now and May 1st advertisements would be coming out announcing the application process for new members to the OC GO (Measure M) oversight committee. AAA Magazine (“Westways”) will carry non-paid ads. Bill reminded us that the general public did not trust OCTA at the time Measure M was proposed and passed. So, the GJAO was named in the measure to be the oversight of the selection process for determining the members of the Taxpayers Oversight Committee (TOC) on an annual basis. Thus, the requirement for a contract between the Association and OCTA. Over the years it has been a very successful relationship. So much so, that Bill reported that Sacramento picked up on this format and now requires that state bond issues name or provide for an independent oversight committee to monitor the spending of bond funds.

The contract is the result of Bill Underwood and John Moohr’s negotiations with OCTA. Bill also noted that OCTA wants to be notified of any change in the position of President of the Board of Directors for the Association. Bill will send an e-mail to the Secretary of what OCTA needs and wants, etc.

(B) **Speaker’s Bureau....** Sandy Dunkin –

1) Introduction of Yvette Marie Hill – Yvette is interested in joining the Speakers Bureau. She is a former member of the 2017-2018 Grand Jury. Yvette has applied for the upcoming 2019 – 2020 Grand Jury. She has an interesting background in the Peace Corps and with volunteer work.

2) Recruitment of next Grand Jury will officially close February 9th. – The Orientation Meeting for prospective jurors is today at 2:00 pm at the Central Court. Sandy will attend.

The Speaker’s Bureau will now regroup and again focus on the goal of “educating the public” as per their Mission Statement.

3) “Court Tour Program” for Middle and High School Students. – This fits with the mentoring program suggested by Kostas at our last meeting. An Electronic file of this booklet was re-created by Sandy

and forwarded to all Board Members for their use.

(C) Legislative.... John Moohr – John is having kidney surgery today, February 7th, and will not be attending our meeting. He e-mailed to the Board the following, “My project for a regional Grand Jury meeting is underway. I’ll give an update at the next meeting that I attend. JJM “

Note: The Secretary sent John an e-mail indicating that the Board members would be thinking about him and that we send him our best wishes for a speedy recovery.

(D) Bylaws Committee.... Dave Chapel –

1) Bylaws review and suggestions for modifications:

Dave moved that the Board “Accept the Bylaws Revisions (version 2.6.19) as submitted by the Bylaws Committee and following approval that the Revision go to an Ad Hoc Committee for editorial changes. It was further moved that the date for a final approval vote by the General Membership and the date for implementation be established at a later meeting of this Board.” Motion was seconded. The President asked if there was any discussion. During the discussion of the main motion, three (3) secondary motions were offered. Each was seconded and discussed. The President called for the questions in reverse order (note: this is per Robert’s Rules): 1. Motion to amend the wording of ART V - Sec E., Strike the words, “approval by” and replace with “notification to”. – Motion passed with an affirmative voice vote. 2. Motion to add a #6. to ART II – Sec A., to read, “To serve as a resource or consultant to any future OC Grand Jury.” – Motion passed with an affirmative voice vote. 3. Motion to amend the wording of ART V – Sec F., #5, sub sec. d., first sentence, strike the wording, “Seven Hundred Fifty Dollars (\$750.00)” and replace with “One Thousand Dollars (\$1,000.00)”. In the second sentence, strike the wording, “Seven Hundred Fifty Dollars (\$750.00)” and replace with “One Thousand Dollars (\$1,000.00)”. – Motion passed with an affirmative voice vote. 4. The main motion wording, having been modified to reflect the three secondary motions above, is further modified so that in the first sentence after the wording, “... as submitted by the Bylaws Committee” the wording – “, and amended by this Board,” – will be added. The motion, as amended, passed with an affirmative voice vote.

An *ad hoc* Editorial Committee was formed to go through the approved version (2.6.19 as amended) of the proposed new Bylaws and to recommend any changes and to report back to this Board. This committee will be composed of three volunteer members; Dave Chapel, Joe Moreland and Yvette Hill.

Dave indicated that the Bylaws Review Committee discovered a discrepancy concerning the legal name of our association. Some documents show our name as, “The Grand Juror’s Association of Orange County.” **(with the apostrophe between the r and the s)** However, other documents, including the Association’s application for Articles of Incorporation, show the apostrophe coming after the s’. It was agreed that the apostrophe should come after the “s” in *Jurors’* and shall be punctuated in that manner in all future Association communications.

Dave also mentioned that he believed that our members deserve that the Association aspire to follow the spirit of the ethical and legal requirements of the Brown Act in terms of conducting our business in an open and ethical manner.

2) Description of the contents of the GJAOB file/storage boxes (from Roy Baker) with suggestions for disposition. – **Item:** OC Grand Jury Final Reports for: 91-92, 93-94, 02–03 (2 copies) 9-10, 10-11, 11-12 (2 copies), 16-17 (Online Reports are available starting with 98-99) – Suggestion; donate to any interested Board members and/or donate to a local law school. **Item:** 1890 OC Grand Jury Report / Review (4 hard copies) – Suggestion; keep printed copies and scan for our files and web page. After scanning, original copies shall be given to Stan Ness to pass on to the current OC Grand Jury to be placed in the GJ Chamber storage cabinets. **Item:** Bank checking account rubber deposit stamp (i.e., “For deposit only” stamp) shall be given to the Association’s Treasurer. **Item:** Hand-operated Embossing “GJA-OC Seal” stamp mechanism w/case shall be given to the Association’s Secretary. **Items:** GJA-OC pencils and bookmarks – Suggestion; they be kept and distributed by the President as gifts.

(E) Tracking and Implementation.... Diana Merryman –

1) Change of committee name – Diana reported that at the committee’s first meeting it was decided that the name of the committee should be changed from TIC to “The Continuity Committee.” Diana moved that the committee name so be changed. Seconded and passed. Following that, there was a general discussion of the importance of implementation, follow-up, accountability etc., and the roll of the Grand Jury Association of Orange County.

2) Format for tracking worksheet – **(Note: the referenced “worksheet” represents committee work/responsibility and therefore the item was deleted by request of the chair, Mrs. Merryman.)**

8. Unfinished Business.... Stan Ness –

Alf indicated that he would accept orders for business cards up to the end of February after which there will be no further orders taken for this year.

9. New Business: (contact with current panel re: assistance.).... Stan Ness –

- A previous concern of the Board was to improve our communication with the General Membership. Stan said that he will send out another e-mail to all concerned.
- It was suggested that we obtain some more token gifts to be given to future luncheon guest speakers, e.g., coasters with our logo. A brief discussion followed but no action was taken.
- The Board Secretary requested that we make (or update, if one exists) a list of the permanent/non-expendable assets owned by the Association. Some expendable assets, such as the coasters (above) and the OC Grand Jury lapel pins should also be inventoried and accounted for. We need to establish (or re-establish, as the case may be) inventory lists, showing where items are stored or maintained and who is responsible for what. A brief discussion followed but no action was taken.

10. Adjournment: President Ness adjourned the meeting at 12:29 pm. without objection.

The next meeting is scheduled at the Phoenix Club, 1340 S. Sanderson Ave., Anaheim, CA on March 7, 2019 at 11:45 am. This will be a General Meeting luncheon followed by a Board of Director's meeting at the Phoenix Club location.

By:

Barton Harlan

Secretary

[Attachments #1 & 2](#) (follow on the next pages)

(Attachment #1) Grand Jurors' Association of Orange County – 2018 Financial Statement
(Corrected and Revised 03-07-19)

INCOME

Luncheon Income	\$4,680.00
Measure M Income	\$6,000.00
Membership Income	\$905.00
Interest Income	
CD	\$100.42
Checking	<u>\$6.86</u>
Total Income	\$11,692.28

EXPENSES

Luncheon	\$6,091.18
Measure M	\$1,685.35
Membership	\$304.99
Newsletter/PR	\$709.62
General Meeting	\$290.00
Assoc. Fees/Travel/Tax	\$969.00
Speaker Expense	<u>\$108.25</u>
Total Expenses	\$10,158.39
Net Income	\$1,533.89

Balances

CD (12-31-18)	\$9,237.35
Checking	<u>\$11,356.23</u>

Total Cash Assets	\$20,593.58
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Income 2018

Month	CD Interest	Checking Interest	Membership Income	Measure M Income	Luncheon Income
January	\$8.41	\$0.00	\$0.00	\$0.00	\$0.00
February	\$7.68	\$0.00	\$460.00	\$0.00	\$0.00
March	\$8.51	\$0.00	\$60.00	\$0.00	\$1,110.00
April	\$8.24	\$0.00	\$140.00	\$0.00	\$0.00
May	\$8.52	\$0.00	\$40.00	\$0.00	\$0.00
June	\$8.26	\$1.06	\$205.00	\$6,000.00	\$910.00

July	\$8.54	\$1.02	\$0.00	\$0.00	\$0.00
August	\$8.55	\$1.00	\$0.00	\$0.00	\$0.00
September	\$8.28	\$0.93	\$0.00	\$0.00	\$760.00
October	\$8.56	\$0.95	\$0.00	\$0.00	\$0.00
November	\$8.29	\$0.92	\$0.00	\$0.00	\$0.00
December	<u>\$8.58</u>	<u>\$0.98</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,900.00</u>
Total	\$100.42	\$6.86	\$905.00	\$6,000.00	\$4,680.00

CD Interest	\$100.42
Checking Interest	\$6.86
Membership	\$905.00
Income	
Measure M Income	\$6,000.00
<u>Luncheon Income</u>	<u>\$4,680.00</u>
Total	\$11,692.28

Expenses 2018

Check #	Phoenix Club Luncheon	Measure M	Membership	Newsletter PR Web	OCGJ Training	General Meeting	Assoc. Fees, Tx & Travel	Web and Software	Speaker Expense
1360	\$1,000.00								
1361									\$108.25
1362		\$41.00							
1363							\$949.00		
1364	\$1,219.13								
1365				\$357.27					
1366						\$250.00			
1367				\$63.22					
1368				\$125.24					
1369				\$163.89					
1370	\$1,305.05								
1371	(void)								
1372			\$41.00						
1373			(pending)						

1374		\$386.79							
1375		\$226.56							
1376	\$1,236.95								
1377		\$1,000.00							
1378		\$31.00							
1379			\$263.99						
1380	\$1,330.05								
1381							\$20.00		
1382						\$40.00			
Total	\$6,091.18	\$1,685.35	\$304.99	\$709.62	\$0.00	\$290.00	\$969.00	\$0.00	\$108.25

Phoenix Club	\$6,091.18
Measure M	\$1,685.35
Newsletter PR Web	\$304.99
General Meeting	\$709.62
Assoc. Fees, Travel, Taxes	\$969.00
<u>Speaker Expense</u>	<u>\$108.25</u>
Total	\$10,158.39

End of GJAOC 2018 Financial Statement (Attachment)

Attachment #2 (follows)

(A)

BUSINESS EDGE CHECKING # 0008				
Beginning Balance	Deposits/Credits	Withdrawals/Debits	Ending Balance	Y-
\$ 11 356 23	\$ 140 96	\$ 130 21	\$ 11 357 08	



Balance	Transaction Description
9,237.63	Deposit Dividend 1.094 Annual Percentage Yield Earned 1.11for period 01/01/19 to 01/01/19 Renewed at 1.538 to mature 07/02/19
9,249.31	Deposit Dividend Dividend Post Annual Percentage Yield Earned 1.55for period 01/02/19 to 01/31/19

Authorized Signer(s): JOHN Z GALUE, ALFRED E LYIE, APRIL J LANCASTER J, STANLEY NESS, BARTON D HARLAN