



120 East Jones Street, Ste. 123, Santa Maria, CA 93454

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## EXECUTIVE BOARD OF DIRECTORS MEETING MINUTES

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April 26, 2023 via Zoom

1. Call to Order
  - 1.A. The meeting was called to order by President Chuen Ng at 12:09 PM
    - Executive Board Members Present: Chuen Ng, Victor Vega, Monica Brown, Brandon Merlo
    - Staff Present: Alejandra Enciso Medina, and Susy Roberts
  - 1.B. Approval of Agenda as Presented
    - Motioned by Chuen Ng, 2nd by Monica Brown. Motion passed 4-0
  - 1.C. No Executive Meeting Minutes for approval. The Meeting Minutes will be presented to the entire board for review and approval, scheduled on May 24, 2023.
2. Informational Items:
  - 2.A. Treasurers Report- Monica Brown (See attachment)
  - 2.B. Deputy Director Report- Alejandra Enciso (oral)
  - 2.C. Office Operations - Susy Roberts (See attachment)
3. Action Items:
  - No action items
4. Oral Report- Board President, Chuen Ng
  - 4.A. Informed Board of Directors that Vilma Contreras's return to work day has been extended to June 2023.
5. Closed Session:
  - 5.A. Termination of Employment/ Legal Action update/ Report (1 Case)
    - No action was taken during the closed session
6. Reconvene to Open Session
7. New Business:
  - As a recommendation and future consideration, Brandon Merlo recommends involving Hilda Zacarias for CPC financial analysis and support to be present in future Board meetings.
8. Discussion Items:
  - 8.A. Bylaw Committee
    - No updates were provided. This discussion will be with a Full Board meeting.
  - 8.B. Additional Board Recruitment
    - Board agrees the 7 Board Members meet the minimum required in our Bylaws, However, we have the position for up to 2 additional Board Members if desired.



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9. Comments and Announcements

- The Full Board will meet on May 24, 2023, at 5-6 PM (This Meeting will be the Yearly Meeting with the approval of the fiscal budget and possibly board elections.)

10. Adjournment 1:02 PM

A handwritten signature in black ink, appearing to read "B-M", is written above a horizontal line.

Brandon Merlo, Secretary of the Board CPC  
or Alternate Secretary to the Board, Susy Roberts

A handwritten date "5/1/23" is written above a horizontal line.

Date