



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

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## EXECUTIVE BOARD OF DIRECTORS MINUTES

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Meeting Date: June 28, 2023

1. Call to Order: Time: 12:07 p.m.
- a. Board meeting called to order by Vice President Victor Vega
    - i) Board Members Via Zoom: Victor Vega, Brandon Merlo, Monica Brown,
    - ii) Board Members Absent (excused): Chuen Wu
    - iii) Staff Members via Zoom: Alejandra Enciso, Susy Roberts
  - b. Approval of the Agenda as presented:
    - i) Motion by Brandon Merlo, 2<sup>nd</sup> Monica Brown. Passed 3-0
  - c. Approval of April 2023 Meeting Minutes:
    - i) Motioned by Monica Brown, 2<sup>nd</sup> by Brandon Merlo. Passed 3-0.
2. Informational Items:
- a. Financial Report – provided by Monica Brown
  - b. Deputy Director Report- provided by Alejandra Enciso
  - c. Office Operations – provided by Susy Roberts
  - d. Marketing & Outreach – provided by Susy Roberts
  - e. Recruitment of new Board Member
3. Action Items: N/A
4. Oral Report- Board President, Victor Vega
5. Closed Session with Deputy Director/ Acting Executive Director
- a. A general discussion of support for the Deputy Director occurred.
  - b. General discussion of employee discipline/dismissal/termination.
  - c. No action was taken during the closed session.
6. Reconvene to Open Session



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7. Discussion Items:

- a. Bylaw Committee
  - i) Deputy Director will provide options for the board to consider new bylaws.
  - ii) Addendum for minimum and recommended Board Members.
- b. Additional Board Recruitment
  - i) Evaluate what is the best matrix for new Board Member(s).

8. New Business: N/A

9. Comments and Announcements:

- a. Next Full Board meeting date: 26 July 2023 at 5-6 p.m. CPC Conference Room.
- b. Next Executive Board meeting date: 23 August, 2023 at 12-1 p.m. via Zoom.

10. Adjournment

Time: 12:58 p.m.

A handwritten signature in blue ink, appearing to read "B. Merlo", is written over a horizontal line.

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

Date

A handwritten date "7/5/2023" in blue ink is written over a horizontal line.