



BOARD OF DIRECTORS MEETING MINUTES

Meeting Date: April 23, 2024, Scheduled: 5:00 PM - 6:15 PM

Location: 120 E Jones St. Ste 123, Santa Maria, CA. 93454

1. Call to Order/Minutes:

The board meeting was called to order by Chuen Wu, President, at 5:02 P.M.

Board Members Present: Chuen Wu, Doug Rich, Renee Cowans, Delia Garnett

Board Members Present: (via Zoom): Brandon Merlo, Alyssa Stovall

Board Members Absent : None

Staff Members Present : Hilda Zacarías (via Zoom), Susy Roberts

Motion – Approval of Agenda Presented

Approved by general consensus April 23, 2024 Agenda as presented.

Motion – Ratification of the Minutes approved via email from March 26, 2024.

Moved by Renee Cowans, 2nd by Doug Rich to ratify the meeting minutes approved via email vote from the March 26, 2024 Board meeting. Passed unanimously 6:0.

2. Informational Items:

- Treasurers Report- report and financial statements submitted for review and discussed. (H. Zacarías) Brandon Merlo reviewed and was good with all reports.
- Executive Director Report- written report was submitted for review and discussed (H. Zacarías)
- Outreach and Admin Report- written report was submitted for review and discussed (S. Roberts)

3. Action Items:

- None

4. Oral Report: Board President- Chuen Wu

- Chuen Wu is pleased with the current staff and our Board of Directors.

5. Closed Session:

- Termination of Employments/ Legal Action Update/ Report
 - i. Discussed evaluation process for Hilda Zacarías 6 month review

6. Reconvene to Open Session

7. New Business:

- Retreat is scheduled on 28 June at 8 am at the Santa Barbara Foundation in Santa Maria. More information will be forwarded.

8. Discussion Items:

- Topic of future discussion regarding employee sick leave and paid time off
- Draft Budget for the 2024-2025



- Board will be provided the updated current edition of Community Partners in Caring Employee Handbook as soon as it is completed.

9. Comments and Announcements:

- The next board of directors meeting is scheduled on May 28, 2024, 5 P.M. – 6:15 P.M. **Adjournment at 6:15 p.m.**

Respectfully submitted:

Susy D Roberts

Susy Roberts,
Executive Office Manager/Secretary to the Board