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## BOARD OF DIRECTORS MEETING MINUTES

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Meeting Date: March 26, 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 5:07 P.M.  
Board Members Present: Doug Rich, Renee Cowans, Delia Garnett  
Board Members Present: (via Zoom): Chuen Wu  
Board Members Absent/ Approved: Brandon Merlo, Alyssa Stovall  
Staff Members Present: Hilda Zacarías, Susy Roberts

Motion – Approval of Agenda Presented

Moved by general consensus March 26, 2024 Agenda as presented.

Motion – Ratification of the Minutes approved via email from February 27, 2024.

Moved by Chuen Wu, 2<sup>nd</sup> by Renee Cowans to ratify the meeting minutes approved via email vote from the February 27, 2024 Board meeting. Passed unanimously 4:0.

### 2. Informational Items:

- Treasurers Report- report and financial statements submitted for review and discussed. (H. Zacarías)
- 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

- None

### 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:

- Strategic Planning Update: We have submitted a small grant application requesting \$6,000 to the Santa Barbara Foundation to support the cost of a Strategic Planning process. We expect planning to begin later this spring.
- Additional Board Recruitment and the need for a Vice President was discussed. Specifically, the board seeks an individual with a background in Human Resource Management and legal. The ideal size of the board should be either seven or nine.

### 8. Discussion Items: None at this time



**9. Comments and Announcements:**

- The next board of directors meeting is scheduled on April 23, 2024, 5 P.M. – 6:15 P.M. Hilda will participate via zoom as she will be out of town.

**10. Adjournment at 6:32 p.m.**

Respectfully submitted:

*Susy D Roberts*

Susy Roberts,  
Executive Office Manager/Secretary to the Board