



120 East Jones Street, Ste. 130, Santa Maria, CA 93454

---

## BOARD OF DIRECTORS MEETING MINUTES

---

Tuesday, July 29, 2025, Time: 5:00 PM – 6:15 PM

### 1. Call to Order

1.A. The board meeting was called to order by Doug Rich at 5:03 P.M.

1.A.I. Board Members present: Doug Rich, Renee Cowans, Delia Garnett, Alyssa Stovall, Elisa Pardo, Paul Klock

1.A.II. Board Members absent: Chuen Wu

1.A.III. Non-Board Members present: Potential Board Member, Andy Samarasena, Hilda Zacarias, Executive Director, Susy Roberts, Executive Office Manager

1.B. Approval of Agenda as Presented:

1.A.I. Moved by Doug Rich, 2<sup>nd</sup> by Alyssa Stovall, to approve the July 29, 2025 agenda. Passes unanimously.

1.C. Approval of Board of Directors Meeting Minutes from May 27, 2025:

1.A.I. Moved by Renee Cowans, 2<sup>nd</sup> by Paul Klock, to approve the minutes from the May 27, 2025 Board of Directors Meeting. Passed unanimously.

### 2. Introduction from Andy Samarasena.

2.A. Moved by Doug Rich to nominate Andy Samarasena to the Board of Director Members. 2<sup>nd</sup> by Delia Garnett, to accept Andy Samarasena's application to the Board of Directors. Passed unanimously.

### 3. Informational Items

#### 3.A. Treasurer Report

A.3.I. Review of Financial Statements period ending June 2025 and YE 2024-2025, provided by Hilda Zacarias. Board Treasurer, Paul Klock reviewed the financials. Action will need to be taken to accept these reports as they will be used to file the Information Returns for FYE06302025.

#### 3.B. Executive Directors Report

B.3.I. The Executive Director's Report was discussed by Hilda Zacarias.

#### 3.C. Outreach and Admin Reports

C.3.I. The Outreach and Admin Report was discussed by Susy Roberts.

### 4. Action Items

#### 4.A. Acceptance of YE Financial Report 2024-2025

A.4.I. It was moved by Alyssa Stovall, 2<sup>nd</sup> by Renee Cowans to accept the presented YE Financial Report for 2024-2025. Passed unanimously.

#### 4.B. Resolution 2026-01 Resolution for Authorizing the Federal Funding Letter

B.4.I. Resolution Letter 2026-1 was moved by Delia Garnett, 2<sup>nd</sup> by Alyssa Pardo to accept the Resolution Letter 2026-01: Authorizing the Federal Funding Letter to support 2026-2028 for both San Luis Obispo and Northern Santa Barbara County applications for funding. Passed unanimously.

#### 4.C. Resolution 2026-02 Resolution for Authorizing the Title VI Policy and Report

C.4.I. It was moved by Elisa Pardo, 2<sup>nd</sup> by Alyssa Stovall to accept the Resolution Letter 2026-02 for Authorizing the Title VI Policy and Report as presented. Passed unanimously.



120 East Jones Street, Ste. 130, Santa Maria, CA 93454

5. Oral Report- Board Member appointed by Board President to lead the meeting, Doug Rich
  - 5.A. Thanked Andy Samarasena for joining the Board of Directors for Community Partners in Caring
6. Closed Session
  - 6.A. Board of Directors discussed options for delay funding issues with SBCAG.
7. New Business
  - 7.A. Board Officer Nomination
  - 7.B. Succession Planning Committee Formation or process (discussion)
8. Discussion Items
  - 8.A. Strategic Planning Topics (Mission Statement Language, Geographic Scope, Development & Marketing, Space Size, Cultural Group)
9. Comments, Calendar, and Announcements
  - 9.A. Next Board of Directors meeting will be Tuesday, September 30, 2025, 5:00-6:15 pm
10. Adjournment was at 6:30 P.M.

A handwritten signature in black ink, appearing to read "Susy Roberts", is written over a horizontal line.

Susy Roberts, Executive Office Manager