



SGCA Regular Board Meeting Minutes October 17, 2024

I. Opening Items:

A. Record Attendance

The following Board Members were present at Rollcall:

- o Janeal Cimino
- o Rose Faramarzi-Rad
- o Bob McGuire
- o Gloria Maxwell
- o Glad Donahue

B. Janeal Cimino called the meeting to order at 6:31 PM.

C. Approval of the Agenda

Bob McGuire made a motion to approve the Agenda.

Glad Donahue seconded the motion.

Rollcall vote was taken. The motion passed unanimously.

D. Public Comments:

Janeal Cimino read a statement about public comments and the chat function was disabled after the public comment period.

Who spoke	Subject Matter
No Public Comments	

E. Approval of Board Meeting Minutes:

i. Regular Board Meeting September 19, 2024

Glad Donahue motioned to approve the September 19, 2024 minutes.

Rose Faramarzi-Rad seconded the motion.

Rollcall vote was taken. The motion passed unanimously.

II. Governance:



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A. Board Training - Brown Act

The Board members received Brown Act training from Kevin Davis with Procopio.

Janeal Cimino asked for clarification on what responsibilities the Board Members have to the schools versus Sequoia Grove given that the schools nominated the Board Members to represent them. Kevin Davis shared that the Board Members fiduciary responsibilities are to Sequoia Grove, but that Sequoia Grove is very closely involved with the success of the schools.

Janeal Cimino also asked about disruptive public comments and who has the responsibility to manage any disruptive behavior. Kevin shared that the Board Chair is responsible for maintaining order in a Board Meeting and gave specific examples of what the Board Chair can do to intervene if there are disruptive behaviors from the public. Bryanna Brossman shared some of the precautions that are taken already during the board meetings such as turning the chat off once public comments are done.

Rose Faramarzi-Rad asked about getting the schools input on major decisions that the Board makes. Kevin Davis shared that Board Members can also check with the leadership of the schools before making a decision.

Rose Faramarzi-Rad also asked about the schools asking to meet with Sequoia Grove board members and if that could be considered a serial meeting. Kevin Davis explained that a serial meeting can occur if information is being passed from one board member to the next and to the next.

Bob McGuire asked about the notice of board meetings if a special board meeting was called right before or after a regular scheduled meeting how would that meeting run. Kevin Davis shared that it would be a separate meeting that is conducted. Bryanna Brossman clarified that the meeting would be scheduled either before or after the regular meeting and the board would do all of the opening and closing items for both meetings.

Bob McGuire asked if we could provide this training materials to new board



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members when they come onto the Board. Kevin Davis said it can of course be shared with new board members. Bryanna Brossman shared that she can add the information to the Board Member handbook that is given to new board members and to the board members on an annual basis.

Janeal Cimino asked if these training slides could be placed in the shared drive for Sequoia Grove. Bryanna Brossman shared that she would make sure it is placed in that shared drive.

B. Board Training - Board Member Duties and Responsibilities

The Board members received Board Member Duties and Responsibilities training from Bryanna Brossman.

Rose Faramarzi-Rad asked about the treasurer role and if there is anything that she should be doing with financial items. Bryanna Brossman shared that Julie Haycock would be in communication with her about any items that she needed to be involved with throughout the year.

C. Discussion and Potential Action on the scheduling of the Financial Board Training

The Board members discussed when would be the best time to hold the financial training for the Board. Bryanna Brossman shared that Creative Back Office felt the training could be done in under 30 minutes and even added to a regularly scheduled meeting.

Gloria Maxwell expressed a desire to have the training before the board looked at the unaudited actuals. Janeal Cimino expressed a desire to make sure that Rose Faramarzi-Rad was able to attend the financial training.

Bob Guire motioned to hold the financial training during the regularly scheduled December meeting.

Rose Faramarzi-Rad seconded the motion.

Rollcall vote was taken. The motion passed unanimously.



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III. Closing Items

A. Board of Director's Comments & Requests For Future Agenda Items

Rose Faramarzi-Rad expressed concerns over the amount of time that it took for her to receive her Board meeting stipend for the last meeting. She asked if there was a way to have her meeting stipend directly deposited. Bob McGuire shared that he receives his via direct deposit. Bryanna Brossman shared that she would get the direct deposit form from Creative Back Office and would share it with the board members.

Janeal Cimino asked about the Board Meeting Stipend and 990 research. She expressed a desire to have this discussion as soon as possible. Gloria Maxwell expressed a desire to make sure that Rose Faramarzi-Rad was present at the meeting when this was discussed since she is the treasurer. The board discussed possible meeting options. The board directed Bryanna Brossman to see if they could move the date of the November meeting to be November 14, 2024 so that Rose was able to attend and the board meeting stipend item could be discussed.

B. Announcement of Next Regular Scheduled Board Meeting

Janeal Cimino announced that the next regular scheduled board meeting will be held on November 21, 2024 at 6:30pm. However, she also shared that this meeting may be canceled and rescheduled to November 14, 2024 at 6:30 pm.


C. Adjourn Meeting

Gloria Maxwell motioned to adjourn the meeting at 8:04 pm.

Bob McGuire seconded the motion.

Rollcall vote was taken. The motion passed unanimously.

Noted by:


Glad Donahue (Jan 1, 2025 16:31 PST)

Board Secretary


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Final Audit Report

2025-01-02

Created:	2024-12-31
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 Signer g.donahue.board@sequoiagrove.org entered name at signing as Glad Donahue

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 Document e-signed by Glad Donahue (g.donahue.board@sequoiagrove.org)

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 Agreement completed.

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