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**BOARD OF DIRECTORS
MINUTES OF REGULAR BOARD MEETING
May 19, 2022**

HELD VIA ZOOM DUE TO COVID-19 SHELTER IN PLACE ORDER

A. CALL TO ORDER

The meeting was called to order by Kyle Samuels, Board Chair, at 11:03 a.m. via Zoom.

B. BOARD ROLL CALL

City of Carmel – (absent)
City of Del Rey Oaks – Pat Lintell
City of Marina – (vacant)
City of Monterey – Dan Albert
City of Pacific Grove – Alan Cohen
City of Salinas – (absent)
City of Sand City – Maryann Carbone
City of Seaside – (absent)
Carmel Unified School District – (absent)
Monterey County Office of Education – (absent)
Monterey Peninsula College – Loren Steck
Monterey Peninsula Unified School District – Alana Myles
North Monterey County Unified School District – Kyle Samuels
Pacific Grove Unified School District – Cristy Dawson
Salinas Union High School District – (absent)
Santa Rita Union School District – (vacant)

C. STAFF & GUEST INTRODUCTIONS

Robin McCrae, Chief Executive Officer
Rosie Angulo, Administrative Services Manager
Robin McCrae, Chief Executive Officer
Sharon Lagana, Chief Financial Officer
Destini Colvin, Administrative Services Associate
Marta Sullivan, Sr. Program Officer
Shawn Stone, Sr. Program Officer
Michele Allen, Communications Manager
Kelsey Hanson, Program Supervisor
Annette Yee Steck, Volunteer, Finance Committee Chair
Jennifer Hazen, Program Officer II
Jodi Litz, Development Director

Robin McCrae introduced new Development Director Jodi Litz who gave a brief bio.

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on April 21, 2022.
2. Disbursements for the period of April 1, 2022 through April 30, 2022 in the amount of \$749,757.51.
3. Resolution to Authorize Remote Teleconferencing Meetings.

M/S/C

L. Steck / C. Dawson

7/0/0

Alan Cohen was not present at time of the vote.

F. UNIT PRESENTATION –None

G. CEO REPORT: Robin McCrae gave a report which was also included in the board packet for review.

H. DEVELOPMENT REPORT: Robin McCrae gave a report which was also included in the board packet for review.

I. COMMITTEE REPORTS:

1. Finance Committee (Standing) - Annette Yee Steck reported out for the committee which met earlier in the day. Year-to-date net income is strong. The Income Statement shows Year to Date actual Net Income at \$409,249.06 above what was budgeted. County receivables over 30 have gone up since last month. County over 60 days shows a zero balance.

J. DISCUSSION/ ACTION ITEMS: None

K. INFORMATION ITEMS

Information items do not require Board action. The following reports were included in the board packet for review:

1. Unit Narratives
2. CHS Acronym List
3. Personnel Summary

L. JPA MEMBER REPORTS: None

M. CHAIR COMMENTS: Board Chair Kyle Samuels appointment Loren Steck and Alan Cohen to the nominating committee. The two will meet and select FY 2023-24 Board Elections and bring to the June board meeting.

N. REQUEST FOR NEXT MEETING: None

O. ADJOURNMENT: The meeting was adjourned at 11:24 p.m.

BOARD RETREAT MINUTES

A. CALL TO ORDER

The meeting was called to order by Kyle Samuels, Board Chair, at 11:26 a.m. via Zoom.

B. BOARD ROLL CALL

City of Del Rey Oaks – Pat Lintell
City of Monterey – Dan Albert
City of Pacific Grove – Alan Cohen
City of Sand City – Maryann Carbone
Monterey Peninsula College – Loren Steck
Monterey Peninsula Unified School District – Alana Myles
North Monterey County Unified School District – Kyle Samuels
Pacific Grove Unified School District – Cristy Dawson

C. STAFF AND GUEST INTRODUCTIONS

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Sharon Lagana, Chief Financial Officer
Destini Colvin, Administrative Services Associate
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Shawn Stone, Sr. Program Officer
Michele Allen, Communications Manager
Kelsey Hanson, Program Supervisor
Annette Yee Steck, Volunteer, Finance Committee Chair
Jennifer Hazen, Program Officer II
Jodi Litz, Development Director

D. PUBLIC COMMENTS: None

E. REVIEW OF MANAGEMENT RETREAT

- a. Plan Progress – Reviewed Q3 progress on Strategic Plan.
- b. SWOT Analysis – Reviewed management team analysis and received board input.
- c. Draft Strategic Plan – Shared management team’s draft Strategic Plan and received board input.

F. BOARD INPUT AND GROUP DISCUSSION

There was further discussion of strategic plan and goals. Board input and feedback was received.

- ### **G. NEXT STEPS:** A copy of the Strategic Plan with Board input will be sent to all board members to review and to submit any comments or questions to CEO Robin McCrae. The Strategic Plan will be presented to the board at its June meeting for final acceptance.

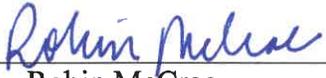
H. CHAIR'S COMMENTS: Board Chair Kyle Samuels thanked everyone for participating.

I. ADJOURNMENT: The meeting was adjourned at 12:37 p.m.

NOTE: Support material for the agenda is available for public review at the CHS Administration Office, 2511 Garden Road, Suite A-160, Monterey, CA 93940 on Tuesday and Wednesday immediately prior to the monthly Board Meeting.

The CHS Board meets regularly on the third Thursday of each month at 11:00 a.m. at Sand City City Hall, One Sylvan Park, Sand City, CA, unless otherwise noted. Board members unable to attend this meeting are asked to contact their alternate and call the CHS Administration Office at (831) 658-3811.

Respectfully submitted:



Robin McCrae
Chief Executive Officer



Rosie Angulo
Administrative Services Manager