



## **CALIFA Board of Directors Meeting**

*Friday, September 10, 2021*

*10:00 a.m. – 11:30 a.m. PDT*

Califa Board Meeting – September 10, 2021

Start Time: September 10, 2021 10:04 a.m.

### **In Attendance:**

Califa Board Members in attendance:

- Shawn P. Calhoun
- Todd Deck
- Yolande Wilburn
- Sara Jones
- James Ochsner
- Gary Shaffer
- Sandy Hirsh
- Carl Pritzkat
- Misty Jones (arrived at 10:31 a.m.)
- *Absent:*

Califa Staff in attendance:

- Paula MacKinnon (Executive Director)
- Veronda Pitchford (Assistant Director)
- Christian DeLay (Staff)
- Marci Haghnia (Staff)
- Nili Nosrati (Staff)
- Kathy Kosinski (Staff)

### **Meeting**

#### **I. Call to Order-President – 7 minutes**

##### **a. Introductions/Quorum**

10:04 a.m. meeting called to order by Shawn Calhoun.

##### **b. Approval of September 10, 2021 Agenda (ACTION)**

Sara Jones moved to approve the agenda. Carl Pritzkat seconded. All approved.

##### **c. Approval of June 16, 2021 Minutes (ACTION)**

Sandy Hirsh moved to approve the minutes. Carl Pritzkat seconded. All approved.

## **II. Old Business – 33 minutes**

### **a. Board Member Elections – Welcome aBoard!**

Paula MacKinnon recognized all the new board members, Yolande Wilburn and Todd Deck, as well as board members in new positions, Shawn Calhoun as Board President and Gary Shaffer as Treasurer.

Shawn recognized Sara Jones' years of service as Board President.

### **b. Strategic Planning: mission/vision/values review (ACTION)**

Califa staff shared the mission statement, vision, and values sections they created over the past year and a half of work. Veronda Pitchford highlighted the various contributions of staff during the strategic planning process.

Board response to the mission statement, vision and values sections were positive. Yolande Wilburn, Todd Deck and Misty Jones complimented the use of “hustling” in the values. Sandy Hirsh discussed the benefits of setting up an internship at Califa. Sara Jones and Todd Deck both commented that the statements reflect the work being done at Califa.

Minor changes requested by the board included Carl Pritzkat correcting the grammar of vision point #2 from “is” to “are.” James Ochsner pointed out the letters in LGBTQIA were in the incorrect order.

Sara Jones motioned to accept the mission statement, vision and values. Gary Shaffer seconded. All approved.

## **III. Finance Committee – 40 minutes**

### **a. Investment Policy Review – update**

Paula MacKinnon announced that the proposal from Morgan Stanley came on the Wednesday before the meeting. The proposal includes minor changes that need to be made before the final policy could be reviewed by the board.

Shawn Calhoun asked Gary Shaffer for a high-level view of the policy. Gary Shaffer stated that Califa can't earn interest on grant money, but there are other budget areas that could be invested more aggressively.

Yolande Wilburn suggested that investments should be in line with the Califa strategic values and Carl Pritzkat agreed.

Paula MacKinnon mentioned the last revision of the investment policy occurred in 2015.

After a 5 minute break, the board meeting reconvened at 11 a.m. John Cervenka and Joe Fortuna from Morgan Stanley joined the board meeting by telephone. They spoke about the benefits of investing with Morgan Stanley's nonprofit division.

Gary Shaffer asked the Morgan Stanley representatives if there were options that did not include a \$10,000 annual fee. The Morgan Stanley representatives said that fee amount is standard.

Shawn Calhoun suggested Paula MacKinnon and Gary Shaffer meet with the finance committee before a decision is made.

#### **IV. Agenda Building, Scheduling the next meeting – 11 minutes**

##### **a. Next staff meeting Dec/Jan – logistics – in person or zoom?**

Sara Jones proposed for a later, in-person board meeting, but for everyone to be prepared to cancel if need be. Todd Deck, Carl Pritzkat, Yolande Wilburn, and Sandy Hirsh all agreed.

The board decided to meet in-person for the next board meeting, in January. They said to be prepared for last-minute changes depending on the status of the pandemic.

Misty Jones agreed to host the in-person board meeting again at San Diego Public Library.

Paula MacKinnon suggested arriving January 13<sup>th</sup> for an informal dinner, and then have the meeting during the day of January 14, 2022.

Shawn Calhoun confirmed the dates and times for the next board meeting: January 14<sup>th</sup> at San Diego Public Library, with an optional dinner the evening before.

##### **b. Agenda building**

Paula MacKinnon suggested investment policy and financial review.

Shawn Calhoun suggested an in-person refresh on the strategic plan.

#### **V. Meeting adjourned at 11:35 a.m.**

*Note: These minutes were updated on January 20, 2022 to correct the spelling of Board Member Sandy Hirsh's name.*