

REMCOAI Board of Directors Meeting  
10/18/2023

President Jackie Walther-Parnell's car broke down and was unable to attend.

Approximately 9:45 AM: No quorum.

Secretary LaVon Justice went through the items on the agenda.

As there was not a quorum to act on Action items, mostly the discussion was on the December meeting and duties. Director Bernedette Castaneda reported that Michele Burroughs would be interested in becoming a director.

Treasurer Lola Barnett and Vice President Lori Norman would take reservations, calls and Facebook. VP Norman sent an email that Cindy Ramirez would help check in registrations. Director Jim Pacheco would handle lunch and ticket sales. VP Norman and Director Pacheco did purchase door prizes in September and were willing to do again for December. Director Castaneda and Michele Burroughs would handle table decorations. Director Pacheco would contact someone at MERCOCO about donating an iPad for the December meeting. Director Eric Swenson would handle the Facebook Live for December. He has spoken to several people about serving without a volunteer as yet. He will review his schedule on whether he's able to continue handling the Facebook Live.

VP Norman in an email said she would temporarily cover Facebook/web site/Newsletters and would need to set a deadline for topics for the Newsletter.

Treasurer Barnett had nominated The Food Bank for the up-to-\$500 donation in an email. The other nomination was for the Merced Senior Community Center (AKA Merced Senior Citizens, Inc.) which Director Castaneda provided information from Michele Burroughs.

Vickie Murrietta and Michele Burroughs had given information on Don Lee as Volunteer of the Year to President Walther-Parnell. We didn't discuss in depth because we didn't have that information.

The five of us thought renewing the Zoom subscription could be useful.

The new dates for Board of Director meetings need to be established.

Director Swenson left the meeting approximately at 10:35 AM as he had another appointment. Treasurer Barnett provided Director Pacheco with a check for the door prizes.

Meeting ended approximately 10:50 AM

After returning home around 1:00 PM, Secretary Justice learned that President Walther-Parnell had left 3 emails about needing an agenda, that she was on her way, and then that her car had died so she wouldn't be at the meeting.

Secretary Justice sent President Walther-Parnell notes on what had been discussed at the meeting, and asked if she wanted to address the Volunteer of the Year and up to \$500 donations by email or a Zoom meeting and provided an updated Agenda with those items included on front page (2<sup>nd</sup> page didn't print)

After sending that email Secretary Justice discovered that Merced Senior Citizens, Inc.'s non-profit number was on the Activities Calendar's header. The non-profit # for The Food Bank of Merced County was not with the paperwork for December 13, 2022.

REMCOAI Board of Directors Zoom Meeting  
11/29/2023

President Jackie Walther-Parnell provided the link for a Zoom Meeting but would not be hosting as she and her husband have been ill prior to Thanksgiving and had lost her voice. Secretary LaVon Justice came on line about 12:45 PM. Future Treasurer Richard St. Marie came on line. Secretary Justice mentioned to Director St. Marie that the President, Secretary and new Treasurer need to meet with someone at MERCO to update our account, which meant that we need to get together on dates that all are available to which Director St. Marie agreed. MERCO will require the minutes of the meeting as proof of the members approval of our two-year term in Office which would be the minutes of the September 12, 2023 meeting. Directors Jim Pacheco and Bernedette Castanada came on line. Shortly after 1:00 PM Vice President Lori Norman came on line, first on her tablet while she waited for her computer to complete its updates. After completed, she enquired whether to start the meeting or to wait for current Treasurer Lola Barnett. Secretary Justice reported that a quorum had been achieved and that this meeting was necessary because a quorum had not been achieved at the 10/18/2023 Board meeting so the items that required an Action could not be processed at that time. The first Action item was the Secretary's Report which Secretary Justice reported that the minutes of the 7/19/2023 Board Meeting were sent out in draft form July 31, 2023 and in Final form on 08/21/2023. Vice President Norman asked for a Motion to approve minutes as submitted/sent: Motion (RStM)/Seconded (BC)/Passed\*

Vice President Norman noted that Treasurer Barnett was not live yet and not able to provide a report. Secretary Justice noted that we could skip down to another item and when Treasurer Barnett was live, we could return to that item.

Vice President Norman noted that the next item that there are two current vacancies, her prior position and Mike Harris' prior position, with a third vacancy when Richard St. Marie steps into the Treasurer position after the MERCO meeting, and a 4<sup>th</sup> upcoming when Director Eric Swenson leaves at the end of December. Mary Ellen Arana had stated she was interested in becoming a director later. Secretary Justice reported she had spoken to Mary Ellen and she was still interested but had returned to working at the County part time and she didn't want to over-commit. Mary Ellen stated later, like the end of the year, would be better for her. Secretary Justice confirmed with Director Castaneda that Michele Burroughs was interested in becoming a director. Discussion was held on the ways to fill vacancies, posting on our Facebook page, members that might be interested that current Directors or Officers could approach. President Walther-Parnell reminded the Board that the By-Laws permit the President to appoint members to vacant positions.

Vice President Norman reported that Treasurer Barnett was communicating via Chat as she was on her phone, not her computer, and Treasurer Barnett votes to approve the budget via Chat. Treasurer Barnett had provided the Board of Directors the documents necessary to approve the budget for October 1, 2023 through September 30, 2024. Vice President Norman made a motion to approve the Budget documents followed by a Second by Secretary Justice, and passed by the Board of Directors. \* Motion (LN)/Seconded (LJ)/Passed.

Vice President Norman reported that the CRCEA Fall Conference was held October, 1-4, 2023 with Director Richard St. Marie attending to report back to the Board. Director St. Marie stated that he fully intended to attend as CRCEA Alternate for President Walther-Parnell but his father fell and was in the hospital and Director St. Marie was with him in the hospital during that time frame and beyond. Director St. Marie stated he would be at the Spring Conference as Alternate if necessary for him to attend. He enjoyed the prior Conference that he attended and learned quite a bit.

Vice President Norman asked the status of the Zoom subscription. President Walther-Parnell reported it had already auto renewed.

Vice President Norman asked if the dates for the Board of Directors' meetings remain the same date each year or rotate from this years' dates and how is the day of the week chosen. Secretary Justice noted that President Walther-Parnell would poll the Board of Directors if the day of the week chosen worked for the majority of the Board of Directors, then the dates for a meeting are chosen based on providing The Addressers sufficient time to process a newsletter, mail out the newsletter in a timeline to reach the REMCO members between 1-2 weeks before an in-person quarterly meeting in March, June, September Business and social December. Vice President Norman reported that The Addressers are very proficient in processing the data sent to them and their finished product has always been mailed to meet the timeline of REMCO members receiving their correspondence one to two weeks before the in-person meeting.

Vice President Norman noted that the question of if REMCO/REMCOAI disbanded had been tabled 7/19/2023 because President Walther-Parnell hadn't been at the meeting to provide information if CRCEA Counties had any procedures in place. Secretary Justice noted that she and future Treasurer Richard St. Marie would meet with Alice Contreras CPA sometime soon and either officer could ask the question of if she had information on a process for non-profit disbanding. Vice President Norman asked if she could also attend as she has a background of consultation and processing tax returns. Discussion that there may be two opportunities to meet; when an appointment has been made to provide the tax documents to Alice Contreras CPA for processing and the 2<sup>nd</sup> appointment when the tax documents have been processed and prepared tax documents for submission to IRS and State of California for Vice President Norman to attend that meeting. Secretary Justice reported REMCO/REMCOAI's tax deadline for providing tax returns is February 15, 2024.

Vice President Norman asked that the agenda item on updates on the Facebook Page and IMedia West for the website be tabled and added to the Agenda for the December 12, 2023 General Meeting as it is difficult for President Walther-Parnell to speak at this time due to laryngitis, and she inquired who was the contact person at IMedia West. Current Treasurer Barnett provided the information on Ian Hanneman at 3144 N. G Street #125-162 Merced CA (209-631-5251) via Chat as she was on her phone, not her computer.

Vice President Norman noted that Treasurer Barnett and she had taken reservations calls in September and both are willing to do the same for December. Director Jim Pacheco reported he would handle the drawings and collecting the lunch tickets but did not wish to take registrations as it conflicted with the drawing's activities. Treasurer Barnett chatted that Karol Alvarez was willing to volunteer to take registrations. Vice President Norman noted that she had spoken with Cindy Ramirez who was willing to volunteer to help at the registration desk. Future Treasurer Richard St. Marie offered to help where he is needed most.

Vice President Norman noted that she and Director Pacheco had provided the door prizes in September and were willing to volunteer to provide door prizes for the December General Meeting. Discussion on gift cards as door prizes as they have been received positively by the members and providing gift cards takes less time than waiting for a check to be written.

Vice President reported that two guests were coming to the December General Meeting from HR, formally Risk Management: Mai Yang and Amy Gonzales on updates-dental insurance. This morning around 8:45 AM, Treasurer Barnett was notified that guests Sheri Villagrana and Nikki Barraza of MercedCERA were planning on attending the December General Meeting to provide a 10-minute presentation on MercedCERA updates and any Q&A and requested a response on what time-slot they would occupy. Discussion on placing HR at 11:30-11:40 AM and MercedCERA at 11:40-11:50 AM or depending upon the length of time for business items, starting earlier than 11:30 AM to be finished by the time lunch is served. Director Pacheco reported that he would contact someone at MERCO about the possibility of a donation of an iPad as a grand prize for REMCO members only. President Walther-Parnell reported that she has the equipment for a Bingo drawing for the iPad. Decorations to be placed on each table by Director Castanada and Michele Burroughs.

Vice President Norman reported that she had submitted to The Addressers the data on the December 12, 2023 meeting and the noon luncheon which is free to REMCO members and \$12.00 for guests at the Elks Lodge noting the doors open at 10:00 AM, with the business meeting beginning at 11:30 AM and providing contact information options for calling in their reservation to her or current Treasurer Lola Barnett or by Lola Barnett's email or through the REMCO Facebook group by the deadline of December 7, 2023. Vice President Norman reported that The Addressers are a great company and very easy to work with as The Addressers had mailed out the post cards by November 20, 2023 which was ample time for REMCO members to receive the post cards before the meeting. Vice President Norman also provided the information that the next quarter there would be a newsletter, alerting the members that notices wouldn't be just post cards in the future. Vice President Norman offered to temporarily volunteer to handle the duties of newsletter editor Mike Harris.

Vice President Norman reported that the quarterly Random Draw of a \$50 gift card winner for the December 12, 2023 was Frank Rybka of Merced. She offered to pick up the Gift card.

Vice President Norman asked if any other items to discuss, hearing none, closed the meeting at 1:53 PM  
M(LN)/S(BC)/P