

**Location of Meeting:** First 5 Shasta, 393 Park Marina Circle, Redding, CA 96001

**Topic:** First 5 Shasta 501(c)(3) Board Meeting

**Time:** August 26, 2024, 3:30 PM Pacific Time

## 1. Call to Order

Welcome and Introductions by Wendy Dickens, Executive Director.

### Commission

Joe Ayer  
Brian Cole  
Kathy Barry (virtual)  
Elisabeth Cooper  
James Mu  
Kevin O'Rorke  
Tara Shanahan  
Cindy Vogt

### Staff

Wendy Dickens  
Elizabeth Poole  
Nicole Brainerd  
Tristen Grantham

### Public

## 2. Public Comment Period

Members of the public are entitled under the Brown Act (Government Code Section 54950 et seq) to address the Board on any matter within the Board's subject matter jurisdiction. Members of the public may speak for up to three minutes on any matter concerning the Board, with the exception of items related to pending judicial, administrative litigation, or personnel matters. The Act prohibits the Board from taking action or discussing the item unless it is already on the agenda.

### **Board Recusal Reminder**

All Board members are reminded to recuse themselves from voting on any agenda item that has a real or perceived conflict of interest.

## 3. 501(c)(3) Name

### **Action Item**

Dickens proposed the nonprofit name of First 5 Shasta, Inc. to stay aligned with the work of the First 5 Shasta Commission.

**Motion to approve the name First 5 Shasta, Inc.**

**Motion/Seconded:** O'Rorke/Vogt

**Ayes:** Ayer, Cole, Cooper, Mu, O'Rorke, Shanahan, Vogt

**Nays:** None

**Motion:** Approved

## 4. Bylaws

### **Action Item**

Dickens presented the bylaws and noted that there is a need to update the director appointments and terms to mirror that of the Commission Ordinance. Ayer suggested calling out in Section VIII of the bylaws to clarify Executive Director of the board is the same Executive Director as the Commission. O'Rorke noted that it would be good to have a section with language regarding amendments to the bylaws. Mu asked how the funding for staff positions would work moving forward regarding the nonprofit. Dickens replied that down the road if there were funding, it would act as a grant and part of that grant budget would have an item for salaries, which is the way that staff gets paid out of current grants.

**Motion to approve bylaws with modifications noted above:**

**Motion/Seconded:** Vogt/O'Rorke

**Ayes:** Ayer, Cole, Cooper, Mu, O'Rorke, Shanahan, Vogt

**Nayes:** None

**Motion:** Approved

## 5. Appointment of Officers

### Action Item

There was discussion about mirroring the Officers of the board with the Commission. Officers will be appointed at the December meeting for 2025.

Motion to approve Joe Ayer as President, Brian Cole as Vice President and Kathy Barry as Secretary/Treasurer:

**Motion/Seconded:** O'Rorke/Cole

**Ayes:** Ayer, Cole, Cooper, Mu, O'Rorke, Shanahan, Vogt

**Nayes:** None

**Motion:** Approved

## 6. Board Calendar

### Action Item

Motion to approve the board calendar for 2024:

**Motion/Seconded:** Cole/O'Rorke

**Ayes:** Ayer, Cole, Cooper, Mu, O'Rorke, Shanahan, Vogt

**Nayes:** None

**Motion:** Approved

## 7. Bank Account

### Action Item

Brainerd recommended opening an account with Cornerstone bank as they are community focused and a great local bank.

Motion to approve opening a bank account with Cornerstone bank:

**Motion/Seconded:** O'Rorke/Shanahan

**Ayes:** Ayer, Cole, Cooper, Mu, O'Rorke, Shanahan, Vogt

**Nayes:** None

**Motion:** Approved

## 8. Discussion of Next Steps and Documentation

There are some documents to file with the state and staff are working on getting those documents filed.

The meeting was adjourned at 3:40 p.m.

Submitted by,

Tristen Grantham