

**THE COLLABORATIVE CHARTER SERVICES ORGANIZATION
ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS**

AGENDA



**THE
COLLABORATIVE**

**Tuesday, May 19, 2020
Organizational Meeting begins at 10:00 AM**

Zoom Meeting Information

Dial-in: (669) 900-9128

Meeting ID: 949 5301 3712

Join URL: <https://zoom.us/j/94953013712>

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting The Collaborative Charter Services Organization at 760-494-9646.

The Board of Directors of The Collaborative Charter Services Organization will hold an organizational meeting at the above-referenced date and time. Due to the ongoing COVID-19 pandemic and statewide stay-at-home order, the meeting will be held via teleconference and videoconference only. The purpose of the meeting is to discuss and/or take action on the following agenda.

1. CALL TO ORDER AND ROLL CALL

Time: 10:04 a.m.

1.1. Roll Call

Butch Owens	<i>Present</i>
Walter Con	<i>Present</i>
Dr. Nancy Girvin	<i>Present</i>
Dr. John White	<i>Absent</i>
Jana Jeltema	<i>Present</i>

2. **APPROVE/ADOPT AGENDA**

It is recommended that the Board of Directors adopt as presented, the agenda for the Organizational Meeting of May 19, 2020.

Moved by Walter Con Seconded by Butch Owens

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Butch Owens	X			
Walter Con	X			
Dr. Nancy Girvin	X			
Dr. John White				X
Jana Jeltema	X			

Motion carried 4-0-1

3. **PLEDGE OF ALLEGIANCE**

Led by Kevin Davis

4. **PUBLIC COMMENTS/RECOGNITION/REPORTS**

Please submit a Request to Speak to the Board of Directors card located on the exhibit table for any agendized or non-agendized items to the Executive Director, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date.

5. **CORRESPONDENCE/PROPOSALS/REPORTS**

5.1. **CSO Organizational Structure Presentation - Procopio**

6. **BOARD GOVERNANCE**

6.1. **Appointment of Initial Directors and Resignation of Incorporator Resolution**

It is recommended the Board approve the Appointment of Initial Directors and Resignation of Incorporator Resolution for The Collaborative Charter Services Organization.

Moved by Dr. Nancy Girvin Seconded by Butch Owens

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Butch Owens	X			
Walter Con	X			
Dr. Nancy Girvin	X			
Dr. John White	X			
Jana Jeltema	X			

Motion carried unanimously, 5-0

6.2. Board of Directors Organizational Resolutions

It is recommended the Board approve The Collaborative Charter Services Organization Board of Directors Organizational Resolutions.

- a. Ratification of Actions of Incorporator
- b. Certification and Filing of Articles of Incorporation (dated April 27, 2020)
- c. Adoption of Bylaws
- d. Election of Officers
- e. Agent for Service of Process (David Franklin)
- f. Adoption of Conflict of Interest Policy
- g. Authorize Opening Bank Accounts
- h. Establish Accounting Year
- i. Payment of Expenses
- j. Authorize Application for Tax Exemptions
- k. Authorize Application for Employer Identification Number
- l. Direct Statement of Information to be Filed with Secretary of State
- m. Authorize Transition of Employees
- n. General Authorization of Officers and CEO to Commence Operations

Exhibits:

- A. Bylaws of The Collaborative Charter Services Organization
- B. Conflict of Interest Policy of the Collaborative Charter Services Organization
- C. Resolution of the Board of Directors of The Collaborative Charter Services Organization to Authorize Opening a Bank Account and to Designate Check Signing Authority

Moved by Dr. John White Seconded by Butch Owens

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Butch Owens	X			
Walter Con	X			
Dr. Nancy Girvin	X			
Dr. John White	X			
Jana Jeltema	X			

Motion carried unanimously, 5-0

7. CALENDAR

The next scheduled meeting will be virtual on June 16, 2020.

8. **BOARD COMMENTS**

The Board appreciates the organization of this meeting and are glad to have received the information and documents well ahead of time. They recognize that the structure of this organization is brand new for everyone and there will be questions moving forward. That said, the Board is excited to be a part of this and to continue growth and development of The Collaborative Charter Services Organization.

9. **ADJOURNMENT**

The Organizational Meeting of the Board of Directors adjourned at 10:28 a.m.

Moved by Dr. Nancy Girvin Seconded by Dr. John White

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Butch Owens	X			
Walter Con	X			
Dr. Nancy Girvin	X			
Dr. John White	X			
Jana Jeltema	X			

Motion carried unanimously, 5-0

Signed:

Signed:

Dr. David Franklin
Secretary, Governing Board

Dr. Nancy Girvin
Clerk, Governing Board

In compliance with Government Code section 54957.5, open session materials distributed to Board Members for review prior to a meeting may be viewed at The Collaborative CSO at 100 East San Marcos Blvd., Suite 350, San Marcos, California, or at the scheduled meeting. Board Agenda back-up materials may also be requested by calling The Collaborative at 760-494-9646. In addition, if you would like a copy of any record related to an item on the agenda, please contact the office.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting of the District’s governing board, please contact The Collaborative at 760-494-9646. Notification 72 hours prior to the meeting will enable The Collaborative to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, The Collaborative shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.