



EXECUTIVE COMMITTEE MINUTES Friday, January 11, 2019

The meeting of the Executive Committee was held on Friday, January 11, 2019. The meeting was called to order at 1:00 p.m., by Chair Lukoff, in the Administration Conference Room.

ROLL CALL

Present:	Mr. B. Lukoff, Chair	Ms. K. Rapp
	Ms. S. Fekjar	Ms. R. Winkler
	Ms. S. Hopewell	Ms. L. Stone, President
	Mrs. L. Perrotti	
Staff and Guests:	Mr. R. Ankeny, Executive Director	
	Ms. C. Flynn, Director of Human Resources	
	Ms. B. Shuler, Finance Manager	
	Mr. N. Ackeret, VP/Managing Director, Burnham Benefits	
	Mrs. D. Bennett, Recording Secretary	
	Mr. R. Stone, GRF Representative, Mutual One	
	Ms. P. Snowden, GRF Representative, Mutual Two	
	Ms. I. Heinrichs, GRF Representative, Mutual Eleven	
	Mr. P. Friedman, GRF Representative, Mutual Fifteen	
	No Foundation Members	

CHAIR'S ANNOUNCEMENTS

The Chair welcomed and introduced Foundations members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with. In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation Board of Directors (GRF BOD) is present at today's posted meeting. The business of the Executive Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting *and* a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy *and/or* provide recommendations to the GRF BOD at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes at the meeting in February.

CHAIR'S ANNOUNCEMENTS

The Chair introduced Executive Director Randy Ankeny, Human Resources Director Cindy Flynn, Finance Manager Barbara Shuler, VP/Managing Director Nathan Ackeret, Burnham Benefits, and Recording Secretary Deanna Bennett.

CHAIR'S REPORT

The Chair did not present a report.

APPROVAL OF COMMITTEE MINUTES

The minutes of the December 14, 2018 meeting were approved, as presented.

SHAREHOLDER/MEMBER COMMENTS (AGENDA ITEMS ONLY)

No shareholder/members spoke on agenda topics.

CORRESPONDENCE

No items of correspondence were received by the Committee.

UNFINISHED BUSINESS

ADP Total Source Update

The Human Resources Director recommended reviewing ADP regarding Total Source, a shared employer, as well as other options, at the March Executive Committee meeting.

Benefits, Presentation from Burnham Benefits Broker

Nathan Ackeret, Vice President/Managing Director of Burhnam Benefits, presented information pertaining to various options for GRF's benefit plan design, including a private benefits exchange, defined contributions plans, and Health Reimbursement Accounts (HRAs).

Mr. Ackert left the meeting at 2:08 p.m.

The Chair called for a fifteen-minute break at 2:10 p.m.

Career Fair Participation & Recruitment/Marketing Documents

The Committee concurred to support the Executive Director's spending authority to initiate the required purchases, in accordance with established goals of the Board to "Attract and Retain Quality Employees".

Review Job Description – Editor/Copy Writer/Page Designer

Ms. Rapp MOVED, seconded by Ms. Hopewell -

TO approve amendment of the Editor/Copy Writer/Page Designer job description, as presented.

The motion was carried unanimously by the Committee members.

POLICIES

The Chair advised that the annual review of Executive Committee policies will begin at the February Committee meeting.

SUBCOMMITTEE REPORTS (n/a)

STAFF REPORTS

Human Resources Director

The Human Resources Director presented an updated Human Resources report.

The Committee concurred with staff's recommendation to reassign the Safety and Emergency Coordinator to the supervision of the Security Services Director.

Finance Manager

The Finance Manager report was presented, as attached, in the agenda packet.

Executive Director

The Executive commented on various items throughout the meeting.

MEMBER COMMENTS

No members spoke on items pertaining to the Committee's area of purview.

COMMITTEE MEMBERS


Six Committee members spoke on topics related to today's Committee meeting.

Ms. Rapp MOVED, seconded by Ms. Fekjar and carried unanimously by the Committee members -

TO go into Executive Session.

ADJOURNMENT

The meeting was adjourned at 4:14 p.m.



Barry Lukoff, Chair
01.11.19