



COMMUNITY ACTION

Bringing Hope Home

**Community Action Agency of San Mateo
930 Brittan Avenue
San Carlos, CA 94070
650-595-1342**

AGENDA REGULAR MEETING

(NOTE: IN THE ABSENCE OF A QUORUM OF THE BOARD OF DIRECTORS, THE EXECUTIVE COMMITTEE SHALL CONVENE THE MEETING.)

DATE: Thursday, July 23, 2009

TIME: 6:00 p.m.

**PLACE: Community Action Agency of San Mateo
930 Brittan Avenue
San Carlos, CA 94070**

PRESIDENT: WILLIAM BRADFORD

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES:**
 - A. Minutes of June 18, 2009
- 5. PUBLIC COMMENT**

If you wish to address the Board, please complete the form below, print it out, and limit your presentation to two minutes.

6. CONSENT AGENDA - See Consent Agenda (below) for Details

All items on the Consent Agenda are approved by one roll call motion unless a request is made either in part or in whole prior to approval of Agenda of the meeting that an item be withdrawn or transferred to the Regular Agenda. Any item on the Regular Agenda may be transferred to the Consent Agenda.

<u>CONSENT AGENDA</u>	
<u>6.</u>	
6.a.	
6.b.	
6.c.	
<u>7. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION</u> (This item will include all contracts for board approval)	
7.a.	
7.b.	
7.c.	
<u>8. REPORTS</u>	
8.a.	Board President's Report - William Bradford
8.b.	Executive Director's Report - William F. Parker * Letters of appreciation by clients: Sandy Pao, Odette Ekmekjian, Yvonne Hill
8.c.	Committee Reports
<u>9. OLD BUSINESS</u>	
9.a.	
<u>10. NEW BUSINESS</u>	
10.a.	Special Election of Treasurer*
10.b.	Special Election
10.c.	Bank Signature Cards
<i>* Per By-Laws, Article VII, Section 8, Vacancies: "Should any or all offices become vacant, the Board of Directors shall elect a successor from its membership at the next regular meeting and such election shall be for the unexpired term of said offices."</i>	
<i>If a current officer is elected Treasurer, that will create a vacancy in the existing officer position. This will require a special election for the vacated position.</i>	
<u>11. ADJOURNMENT</u>	

If you wish to address the Board, please complete the attached form and limit your presentation to two minutes.

COMMUNITY ACTION AGENCY OF SAN MATEO COUNTY, INC.
CONDUCT AND PROCEDURES AT BOARD MEETINGS

We are pleased to have you with us at this meeting and we hope you will return often.

The Community Action Agency is the policy-making agency for the Community Services Block Grant (War on Poverty) programs in this County on matters relating to poverty and human resources.

The Board meetings follow a scheduled order of business, in accordance with the Agenda for each meeting. The agenda is prepared one week prior to the regularly scheduled meeting held on the third Thursday of each month.

The recognized procedure for bringing matters to the attention of the Board is to contact the Community Action Agency Executive Director no later than the Tuesday before the regularly scheduled meeting.

Conduct at the meetings is the responsibility of the President. If you wish to speak on a specific item on the agenda, or present a new subject, we ask that you complete the form at the bottom of this page, and give it to a Board member or staff member prior to the start of the meeting for inclusion under Agenda Item #4, Public Comment. When that agenda item is reached, the President will call upon you and grant you approximately two minutes to make your presentation, unless this limitation is waived by a majority of the Board and/or at the discretion of the President.

If appropriate, the President may request that discussion on a new subject be deferred to the next meeting. Undue interruptions and interferences will not be permitted, and we ask your cooperation in this matter if you wish to address the Board.

REQUEST TO ADDRESS THE BOARD OF DIRECTORS

To be submitted before the meeting is called to order

AGENDA ITEM:	"PUBLIC COMMENT":
#4	

NAME: _____

PHONE: _____

ORGANIZATION: _____

ADDRESS: _____

Revised 12/08