**San Jose PAL Board**

**Meeting Minutes - 08/20/2014**

**Attendees: Juan Reyes, Jim Ureta, Jamal Newborn, Elaine Orgain, Mauricio Mejia, Richard Sexton (phone), J.Baca**

**Excused: Dr. KJ, Xavier Campos, Gabe Scarpelli, Joe Gagliardi, Erick Hickok**

Quorum: Yes

**Guests: Roger Boor**

Juan called meeting to order at 6:22 p.m.

Approval of August 2014 Minutes: A motion made by Ureta to approve the minutes. Motion was second by Mejia. Passed unanimously.

**Executive Director Update**

San Jose PAL- Jim Ureta requested to move his report up due to numerous events happening at PAL. Sgt. Ureta will be in and out during the meeting.

* Soccer: more work then anticipated. Doing well.
* PAL baseball team try-outs and cheerleading is going on too.
* Concert- is doing well. All permits are in place. PAL has raised approx. $3000 as of today. This will help offset cost like printing, stage and other minor expenses. We have approx. 20 vendors, would love to have 30 if possible. There are 4 food trucks secured for the event. Jim is requesting the PAL Board get involved by selling tickets or obtaining sponsors for this fundraiser.
* A PAL volunteer is in the process of building a conference room for PAL. This will be all glass with 2 sliding doors.
* Shoe Palace- will be painting the interior of the PAL building within the next few weeks.

**Audit – Elaine from Silicon Valley Accounting Solution:**

Elaine indicated she had received several letters from Yvonne regarding the Hellwig trust. Unfortunately, they pertained to the 2012 distribution along with a copy of the Will. The letters didn’t indicate the status of the account as requested by ASL firm for accounting purposes. Reyes took the letters and indicated that he would go tomorrow to USBANK and speak with a manager directly.

Elaine stated she has requested a meeting with Mark (ASL) accounting firm. This meeting is to start a dialogue regarding the process of closing years 2011, 2012, and 2013. She also requested that they complete their evaluation of our management of accounting so we can move forward from this point

Elaine spoke briefly on taking over the accounting from Tax Help. Elaine discussed having the board approve an on-line bill-pay system, and the company is Bill.com. The Board’s concern is that PAL needs checks and balances in place. Elaine will be meeting with Sgt. Ureta next week to discuss this direction. The Board is supportive of implementing the on-line pay bill system. The Board also requested a forecasted budget. Elaine indicated she will have financials for next meeting.

**Committees-**

* Board is requesting an update on National PAL and Cal-PAL.

**Marketing –** No updates

**New Business** – No updates

**Gym status**

Indicated that we are still waiting for Joe Gagliardi and Jim Ureta to further discuss the status of converting a small area of the boxing gym to be able to implement a Cross Fit program for the Youth and Adults. Funding is being researched to implement this program. The goal will be to establish one class to start. It’s all about getting the wheels in motion. The boxing program and the Cross Fit would go hand in hand.

**Apology**

Final Note-My apologies to Board Member Richard Sexton:

Richard requested to be called so he could attend the meeting via phone conferencing. Due to all the activity at the beginning of the meeting, I totally forgot. My apologies.

**Adjournment**

Motion to adjourn by Mejia, second by Newborn at 7:00pm

**Next Meeting**

The next board meeting on September 17, 2014 at 6pm.