

PAL Board Meeting Notes
Wednesday, July 18, 2018

Called meeting to order: 1:04 pm by J Baca

In Attendance:

1. Tommy Boyle
2. J Baca
3. Ismael Lemus
4. Jim Ureta
5. Chuck Shepherd
6. Luis Garcia
7. Aaron Resendez
8. Jess Gutierrez
9. Justin Holliday

Introduction of Jess Gutierrez:

- Jess is the new accountant helping PAL. Jess has previously been a PAL coach for the Berryessa cougars. His son played at PAL. Jess works at CFO's to go.
- Jess has reviewed the City Audit and has already been working on a comprehensive Accounting Policy Manual that will help PAL address many of the recommendations that the City Auditor had presented.
- Jess will work with the current independent financial auditor to complete the overdue financials. Jess presented a draft Accounting Policy Manual to the board and provided copies. The board was asked to review and make suggestions.

June Minutes:

- **Motion to accept:** J Baca
- **Second:** Chuck Shepherd

Financials

- Accounting change on 2017 June financials. Payment for installation of a Futsal court was re categorized as an Asset not a capital improvement.
- **Motion to accept:** J Baca
- **Second:** Aaron Resendez

Wire theft at Baseball fields regarding the lights, cameras progress report

- Consideration of going forward with camera installation will be tabled until next meeting

Audit/Accountant/Response:

- J Baca talked about his meeting with Michelle Mcgurk from the City Managers office. They discussed how the City's goal is to serve the community J Baca said that serving the community and the kids is also PAL's goal. J Baca and Jamal still have to coordinate meetings with the PRNS Director and the Chief of Police. The future goal is to show the Police Department and the City that the PAL Board wants to help in the process or transition of PAL.
- The City Council meeting is on Tuesday August 14th. At this meeting the auditor submits their report on PAL to City Council. City Council may have several options they will consider regarding the future of PAL. PAL board members can submit a request to speak at the meeting. They must sign up but will have 2 minutes to talk.

Pens / Coins for Police donors

- Over the years Police officers have donated to PAL through Bi-Weekly payroll donations. In the past Pal had given the officers gifts as an appreciation for their donations. This has not happened in many years.
- PAL purchased some challenge coins for the 50th anniversary. PAL was selling these coins in a fundraising capacity. The demand for the coins was low. Pal has approximately 300 coins left. Approximately 240 SJPD officers or staff contributes to PAL.
- Sergeant Boyle suggested giving the coins and a PAL pen to each officer as a token of appreciation for the officer's donations over the years.
- **Motion to accept:** Chuck Shepherd
- **Second:** Jim Ureta.

Adjournment: 2:15pm

- **Motion to adjourn:** Louis Garcia
- **Seconds:** J Baca