



**North County LGBTQ Resource Center  
Board of Directors Meeting  
Wednesday, October 9, 2024  
MINUTES**

**Attendance**

**Present:**

**Board Members**

Ken Grandlund, Board Chair/Executive Committee  
Paul Garza, Vice Chair  
Yu-Wen Chio, Treasurer  
Aaron Giron, Board Member  
Tina Valin, Board Member  
Corinna Contreras, Board Member

**Youth Advisor NA**

**Staff**

Max Disposti, Executive Director  
Lisa Nava, Director of Operations  
Ines Delgado, Immigration Advocate

**Community Partner Invited**

**Guests**

**Guests**

Weylin Booth  
Angela Jackson  
Lance Evans  
Jaime Gher  
Heather Conklin

**Absent**

Maria Al Shamma, Secretary

**RECURRING ITEMS**

**Call to Order:** The North County LGBTQ Resource Center Board of Directors meeting was called to order at 6:46pm; a quorum was present. The mission statement was read by Paul Garza.

**Introductions:** Introduction and reflections on new Center Space was conducted at 6:47pm.

**Event Reflection:** Reflections on the past week's gala was conducted at 7:03pm. Consensus on the success of the event at the new venue.

**OLD BUSINESS**

**Consent Agenda:** September Board minutes and no financial statements ready for review this month. Motion to approve the consent agenda was made by Corinna Contreras at 7:09pm. Tina Valin seconded. Motion passed unanimously.

**ED Report:** Max highlighted all the changes in the organization with the move to the new Center location and changes in the financial system. San Diego county has also selected the Center for an audit, bringing this year's audit total to 3. Focus now shifting from preparing for the move to raising the remainder of the

down payment and developing a donor program. New policies will be coming out in preparation for the audit. Behavioral health's capture of payments from insurances was discussed. Goal is to have the insurance payments in place by January or February 2025. Previous board retreat set the goal of a new space and codified policies for Human Resources. With these goals achieved, there is a need to refresh the goals, possible end of year or early 2025 board retreat to re-evaluate strategic deliveries. Goal is to also develop a program for middle management to assist Lisa in day to day operations with the growing staff. Looking into grants to support those roles. Discussion also held on future pay rate for case managers with future grants to support a more competitive pay. The City of Oceanside reached out to the Center about using the parking lot at the new space for a safe parking program. It would be from 7pm to 7am, and up to 25 families with services provided by Dreams for Change. Center would only be providing the space. If we proceed, the program would not start until purchase of the new space is completed early next year.

Corinna Contreras made a motion to approve the ED Report at 7:27pm. Paul Garza seconded. The motion was passed unanimously.

**Update of Apple Street: 7:27-7:34** Lisa brought up specific improvements she would like to see in the new space, including bathroom and sink in the foodies and goodies area, lighting for the front desk, and various furnishings. Building maintenance budget will need to be evaluated for the increase to monthly cost of upkeep. Trash disposal in the rooms needs to be looked into, Lisa is doing all of it and the large space makes this not a feasible plan long term. Corinna Contreras brought up calls for service in the area to document improvement for calls for service rate going down over time.

## **NEW BUSINESS**

**Community Partner Update:** No community partner update.

**Review Immigration Services:** Ines Delgado, our Immigration Advocate, provided an excellent and informative presentation on the Immigration Advocacy program and the great work she is doing with the community as well as statistics of the cases and number of folks assisted through the program.

**New First Pacific Bank Accounts:** Discussion on transferring some accounts to Pacific Bank. Funds would be for the building loan. A condition of the loan is to move the full deposit relationship.

The Governing Board of the North County LGBTQ Resource Center hereby authorizes the staff to open account(s) at First Pacific Bank and appoints Executive Director Max Disposti as the authorized user on the account.

Motion was made by Paul Garza at 7:57pm with a second by Yu-Wen Chio. Motion was passed unanimously.

**Resolution for Proof of Authority:** The Governing Board of the North County LGBTQ Resource Center hereby appoints Executive Director Max Disposti as the authorized signatory for the organization. He is empowered to enter into the Grant Subaward Agreement for Cal-OES UV2403500, including any applicable amendments, for the grant performance period from January 1, 2025, through December 31, 2025.

Tina Valin made the motion at 7:59pm with a second from Paul Garza. Motion was passed unanimously.

**Vacation and Sick Time Accrual Policy:** Addition of new policy with accrual system needed as part of audit preparations. Financial department will put together calculation for PTO accrual based on date of hire and sick time accrual will be shown along side accrued PTO on paystubs. This would be implemented January 1<sup>st</sup>, 2025. Discussion was held on language in the sick lead portion for allow more flexibility for sick time on a case by case basis. Possible conflict with equity to all staff based on different sick time used. Possible future discussion needed to adjust language in the policy to allow for certain accommodations as required while also providing equitable access to sick leave for all staff. Recommendation to have the Audit Committee discuss this topic and provide recommendations.

Motion was made by Paul Garza at 8:09pm to approve the current policy language as is, with a second from Ken Grandlund. Motion was passed unanimously.

**Monthly Meeting Date Change:** The current bylaws only list requirement to have regular meetings and does not specify specific day in the month. Current second Wednesday of the month conflicts with many other meetings. Discussion on other days to deconflict with these other meetings. Consensus on moving meeting to the 3<sup>rd</sup> Monday of the month to allow for adequate time for financial statements the prior month to be ready for review.

Motion was made to change monthly board meeting date to 3<sup>rd</sup> Mondays of the month was made by Ken Grandlund at 8:16pm, Corinna Contreras seconds. The motion was passed unanimously.

**CLOSED SESSION - None**

**Meeting Adjourned at 8:17pm.**

Minutes submitted by Yu-Wen Chio, Treasurer