

CIVICORPS  
BOARD OF DIRECTORS  
MEETING MINUTES

Civicorps  
101 Myrtle St.  
Oakland, CA 94607

Director Premack participated by telephone, from  
817 - 14<sup>th</sup> Street, first floor conference room  
Sacramento, CA 95814

**Wednesday, December 18, 2019**  
**5:00 pm**

The special meeting of the Civicorps Board of Directors was called to order at 5:03 pm by Board Chair Nita Kirby.

**1. Roll Call & Approval of Agenda**

- a) There were sufficient members for a quorum.

**Board Members Present:**

Nita Kirby

Amy Slater

Aja Cooper

Steven Hanson

Timothy Smallsreed

Eric Premack (Phone)

Gary Lyla (Arrived after meeting begun, during the 4th agenda topic (“Overview and Training on Form 700”))

**Board Members Absent:**

Rita Isaacs

Robbie Yohai

Joel Rogers

**Staff Present:**

Brian Hickey

Tessa Nicholas

Rachel Eisner

- b) Motion to approve agenda.

*Agenda unanimously approved.*

**2. Public Comments on non-agenda items**

- a) Floor open for public comment – no comments were presented.

**3. Approval of Resolution #2020-006, Adopting Amended Conflict of Interest Policy**

- a) Nita acknowledged and thanked staff for sending over amended Conflict of Interest Policy in advance of the meeting and asked the members present if there were any questions; no questions were presented. Tessa reminded the members the purpose of amending the policy stemmed from the Political Reform Act and that the proposed amendments were necessary to comply with this Act as a

Charter School. Tessa further explained the amended policy would become effective January 1, 2020.

*Board voted unanimously to adopt Resolution #2020-006, Adopting Amended Conflict of Interest Policy.*

Board directed Tessa to file the policy with the appropriate government authority (Alameda County) by January 31, 2020.

4. **Overview and Training on Form 700**

A training video was viewed by all meeting participants on how to properly fill out a Form 700. After the video there was a discussion in regards to the same. The board directed Tessa to inquire with Sloan and Sakai in regards to certain specifics in regards to Form 700 disclosure requirements.

5. **Adjournment**