

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102
Riverside, California

Date: November 8, 2023 Time: 12:00 pm

Facilitator: Renne Sanchez, Supervising Program Specialist

Minutes

1. First Order of Business

Mark Cox, Chair

1.1 Call to Order
Called to order at 12:12 p.m.

1.2 Establish Quorum

<u>Mark Cox</u> Chair	✓	<u>Debbie Franklin</u> Vice Chair	Absent	<u>Cynthia Lemus</u> Parliamentarian, Membership Committee Chair and Bylaws Committee Chair	✓
<u>Vacant</u> Community Connections Committee Chair		<u>Vacant</u> Health Living Committee Chair			

A quorum was established.

1.3 Public Comments – None.

1.4 Chair Reports and Reminders – None.

2. Action Items

Mark Cox, Chair

2.1 Approval of October 4, 2023 Executive Committee Meeting Minutes
A quorum of those in attendance on October 4, 2023 is not present. Item will be placed on the December 13, 2023 agenda.

3. Discussion of Items Within the Purview of the Executive Committee

Mark Cox, Chair

3.1 Roles and Responsibilities of Executive Committee Members

Bylaws containing the roles and responsibilities of Executive Committee members were discussed. County Counsel will also be consulted for direction. Member Lemus will be responsible for noting outcome of discussions and any revision suggestions. This item will be placed on the December 13, 2023 agenda for further discussion.

3.2 General Committee Meeting Agenda for December 13, 2023

The agenda was discussed and finalized.

4. Adjourn

Mark Cox, Chair

Motion to Adjourn: Cynthia Lemus

Second: Mark Cox

Motion Approved: Unanimously approved.

Adjourned at: 1:22 p.m.

DRAFT

Minutes Recorded By:	Libby Garcia
Signature:	_____
Position:	Executive Assistant II, Office on Aging
Signature Date:	_____
Minutes Approved by Advisory Council on:	_____