

# RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING BYLAWS COMMITTEE MEETING

Location: 3610 Central Avenue, Suite 102  
Riverside, California

Date: January 14, 2026 Time: 9:00 am – 10:00 am

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

1. First Order of Business Debbie Franklin, Committee Chair

1.1 Call to Order – **9:10 AM**

1.2 Establish Quorum

**Roll Call: A quorum was reached as four of five members were present.**

Debbie Franklin, Committee Chair	<b>X</b>	Javier Lopez, Member	<b>LOA</b>	Tyler Cobb, Member	<b>X</b>
Barbara Mitchell, Member	<b>X</b>	Linda Hicks, Member	<b>X</b>		

1.3 ADA Guideline Requests – **None requested.**

1.4 Public Comments – **None**

1.5 Chair Reports and Reminders – **No Chair report or reminder was given.**

2. Discussion and Action Items Debbie Franklin, Committee Chair

2.1 Approval of December 10, 2025, Bylaws Committee Meeting Minutes

Description: Members will review and vote to approve the December 10, 2025, Bylaws Committee meeting minutes.

Discussion: **Chair Debbie Franklin requested input on any changes needed to the meeting minute; none were provided.**

Public Comments: **None**

Motion: **Barbara Mitchell**

Second: **Linda Hicks**

**Roll Call:**

Debbie Franklin, Committee Chair	<b>X</b>	Javier Lopez, Member	<b>Abs.</b>	Tyler Cobb, Member	<b>X</b>
Barbara Mitchell, Member	<b>X</b>	Linda Hicks, Member	<b>X</b>		

2.2 Continued Review of Focus Areas for Bylaws Revisions

Description: Members will continue to review areas of focus for bylaw revisions.

Discussion: **Members continued and completed their initial review of the current version of the Bylaws. Chair Debbie Franklin agreed to compile the committee's notes and suggested edits to share and review at the following meeting.**

Public Comments:

Motion:

Second:

**Roll Call:**

Debbie Franklin, Committee Chair		Javier Lopez, Member	<b>LOA</b>	Tyler Cobb, Member	
Barbara Mitchell, Member		Linda Hicks, Member			

2.3 Bylaws Committee Agenda for February 11, 2026

Description: Committee members will provide input on items to include in the February 11, 2026, Bylaws Committee Meeting Agenda.

Discussion: **Members agreed to follow a similar agenda for the February committee meeting and have OOA staff prepare the agenda for posting.**

Public Comments:

Motion:

Second:

**Roll Call:**

Debbie Franklin, Committee Chair		Javier Lopez, Member	<b>LOA</b>	Tyler Cobb, Member	
Barbara Mitchell, Member		Linda Hicks, Member			

3. Adjourn

Debbie Franklin,  
Committee Chair

Motion to Adjourn: **Tyler Cobb**

Second: **Linda Hicks**

**Roll Call:**

Debbie Franklin, Committee Chair	<b>X</b>	Javier Lopez, Member	<b>LOA</b>	Tyler Cobb, Member	<b>X</b>
Barbara Mitchell, Member	<b>X</b>	Linda Hicks, Member	<b>X</b>		

Adjourned at: **9:50 AM**

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