

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING BYLAWS COMMITTEE MEETING

Location: 3610 Central Avenue, Suite 102
Riverside, California

Date: September 10, 2025 Time: 9:00am – 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 – **Meeting called to order at 9:26 AM**

1.2 Establish Quorum – **3/4 members present, quorum reached.**

Roll Call:

Debbie Franklin, Committee Chair	X	Javier Lopez, Member	X	Tyler Cobb, Member	X
Barbara Mitchell, Member					

1.3 Self-Introductions

1.5 ADA Guideline Requests

1.6 Invocation

1.7 Pledge of Allegiance

1.8 Public Comments

1.9 Chair Reports and Reminders

2. Discussion and Action Items

Debbie Franklin, Committee Chair

2.1 Committee Purpose and Goals

Description: Members will review the purpose and goals of the Bylaw Committee.

Discussion: **Members briefly discussed the purpose and goals of the committee and will continue discussion at the next meeting.**

Public Comments:

Motion:

Second:

Roll Call:

Debbie Franklin, Committee Chair		Javier Lopez, Member		Tyler Cobb, Member	
Barbara Mitchell, Member					

2.2 Committee Meeting Schedule

Description: Members will decide on a committee meeting schedule for the FY 25-26 council year.

Discussion: **Members voted to have the Bylaws committee meet in-person on the second Wednesday of the month between the months of September and June at 9 AM. Meetings will be held at the OOA main office located in Riverside.**

Public Comments:

Motion: Debbie Franklin

Second: Tyler Cobb

Roll Call:

Debbie Franklin, Committee Chair	X	Javier Lopez, Member	X	Tyler Cobb, Member	X
Barbara Mitchell, Member					

2.3 Focus Areas for Bylaws Revisions

Description: Members to share areas of focus for bylaw revisions.

Discussion: **Members briefly discussed areas for potential bylaws revisions and will continue discussion at the next meeting.**

Public Comments:

Motion:

Second:

Roll Call:

Debbie Franklin, Committee Chair		Javier Lopez, Member		Tyler Cobb, Member	
Barbara Mitchell, Member					

3. Adjourn

Debbie Franklin, Committee Chair

Motion to Adjourn: Javier Lopez

Second: Tyler Cobb

Roll Call:

Debbie Franklin, Committee Chair	X	Javier Lopez, Member	X	Tyler Cobb, Member	X
Barbara Mitchell, Member					

Adjourned at: **9:50 AM**

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