



DATE	November 5, 2020
TIME	2:00 pm
LOCATION	Teams Meeting / 5005 Business Park North Bakersfield, CA 93309
TEAMS LINK	<a href="#">Click here to join the meeting</a>
PHONE NUMBER	(213) 204-2374 / ID # 677 862 960#

## COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION

### Board of Directors Meeting Agenda

Per Governor's Executive Order N-25-20, Meeting to be held via Tele-Conference. Members of the public may join the tele-conference or listen to the call from the CAPK office at 5005 Business Park North, Bakersfield, CA 93309

#### I. Call to Order

##### a. Roll Call

Michael Bowers	Nila Hogan	Fred Plane
Chei Brown	Ariana Joven	Michele Shain
Kevin Burton	Chase Nunneley	Megan Silva
Don Bynum	Gina Pettit	

#### II. Approval of Agenda

#### III. Approval of Meeting Minutes

#### IV. Introduction of Guests / Public Forum

*The public may address the Board of Directors on items not on the agenda. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.*

#### V. New Business

- |                                                                                                                                               |                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| a. Adopt the Bylaws of the Community Action Partnership of Kern Foundation – <b>Action Item</b>                                               | Chris Hamilton, Legal Counsel |
| b. Appoint the Agent for Service of Process and Address – <b>Action Item</b>                                                                  | Chris Hamilton, Legal Counsel |
| i. Jeremy T. Tobias, 5005 Business Park North, Bakersfield, CA 93309                                                                          |                               |
| c. Identify the Address for the Principal Executive Office – <b>Action Item</b>                                                               | Chris Hamilton, Legal Counsel |
| i. 5005 Business Park North, Bakersfield, CA 93309                                                                                            |                               |
| d. Elect Chair / Vice Chair – <b>Action Item</b>                                                                                              | Chris Hamilton, Legal Counsel |
| e. Establish the Corporation's Fiscal Year – <b>Action Item</b>                                                                               | Chris Hamilton, Legal Counsel |
| f. Authorize the President to Work with Counsel to Obtain State & Federal Tax Exemptions – <b>Action Item</b>                                 | Chris Hamilton, Legal Counsel |
| g. Authorize the President to Register the Corporation with the Registrar of Charitable Trusts with the Attorney General – <b>Action Item</b> | Chris Hamilton, Legal Counsel |

- h. Authorize the Officers (or Counsel) to file a Statement of Information  
**Action Item** Chris Hamilton, Legal Counsel
- i. Authorize the President and Secretary to Open Bank Accounts and  
Deposit / Withdraw from them – **Action Item** Chris Hamilton, Legal Counsel
- j. Ratify All Actions Taken by The Incorporator, Officers, and Directors  
Taken Before the Meeting – **Action Item** Chris Hamilton, Legal Counsel
- k. Appointment of Board Members to Assist in the Selection Process of  
the Assistant Director of Development – **Action Item** Pritika Ram, Director of Administration
- l. Selection of Foundation Logo – **Action Item** Pritika Ram, Director of Administration

**VI. Info Items**

- a. Service Agreement with CAPK Pritika Ram, Director of Administration
- b. Request for Proposals (RFP) for Audit Firm Pritika Ram, Director of Administration
- c. Discussion to Establish Board Meeting Schedule Pritika Ram, Director of Administration

**VII. Board Member Comments**

**VIII. Next Scheduled Meeting**

Board of Directors Meeting  
Date & Time to be Determined  
5005 Business Park North  
Bakersfield, CA 93309

**IX. Adjournment**

*This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at [www.capk.org](http://www.capk.org) by 2:00 pm, November 2, 2020. Paula Daoutis, Administrative Coordinator.*