



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Thursday, July 23, 2026

2:00 PM

500 Ellinwood Way, Pleasant Hill, CA.
Boardroom

Executive Committee - ACOA Officer Seminar
<https://cccouny-us.zoom.us/j/86577337955>

PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:

The public may attend this meeting in person at the above location. The public may also attend this meeting remotely via webinar. Login information is provided above. The public may attend this meeting in person at the above location.

2.:00 Call to Order, Roll Call, Introductions – Jill Kleiner, President

- Jill Kleiner, ACOA President, called the meeting to order at 2:02pm.

Present Kevin Donovan, Michelle Hayes, Jill Kleiner, Kathryn
Monroy-Dexter, Lorna Van Ackeren, and Michael Wener

Absent Steve Lipson

Late Bryan Harris

Non-voting Jim Donnelly, Marilyn Fowler, Gerry LaLonde-Berg, Thomas
Lang, Indy Sekhon, and Teresa Wright

2:10 Presentation: ACOA Officer Seminar (Who are the Officers?, What are the Officer Duties? Panel Discussion)

- Jill Kleiner provided an overview of ACOA officer positions, terms, responsibilities, election timelines, and the expected time commitment, while sharing her experiences serving as President. Kevin Donovan discussed the Vice President role and shared his experiencing serving over the past year.
- Michelle Hayes reviewed the Secretary/Treasurer's responsibilities and discussed potential future bylaw amendments to transition the Secretary/Treasurer position to a Secretary-only role and potentially broaden the role.
- Committee chair responsibilities were also reviewed.
- Current and former officers, including Lorna Van Ackeren, Mike Wener, and Jim Donnelly, participated in a panel discussion on leadership experiences, accomplishments, challenges, and the importance of ACOA's advocacy role.
- The presentation concluded with a question-and-answer session focused on leadership challenges, effective governance, and advice for prospective officers. Members were reminded that the nominating committee will be formed in August for the upcoming officer election process with elections at the December General meeting.

ACOA Officer Seminar Presentation

[26-3197](#)

3:25 Public Comment

- None

Next Executive Committee Meeting:

- Wednesday, August 5th, 2026, 10am to 12pm

3:30 Adjourn

- The meeting adjourned at 3:30pm.

For Additional Information Contact:

Thomas Weisbrich at 925 655-0776 or tweisbrich@ehsd.cccounty.us