
Community Action of Ventura County

Board of Directors Agenda 3-11-20

Regular Board Meeting
March 11, 2020
6:00 P.M.
Community Action of Ventura County, Inc.
621 Richmond Avenue
Oxnard, CA 93030
www.ca-vc.org

Chairperson: **Vincent Stewart**; Vice-Chair: **Magda Weydt**; Secretary/Treasurer: **Anson Mar**; Executive Committee Directors at-large: **Dr. Ramon Flores, Kate Mills and Michele Surber**; Other Directors; **Joe Asebedo, Dr. Betsy Connolly, Kate O'Brien, and James Boyd**; Staff: Executive Director, **Susana Lopez-Garcia**; Associate Executive Director, **Arnie Yanez**; Controller, **Fe DeLeon**; and Recording Secretary, **Karina Hernandez**.

(NOTE: IF AFTER THE BOARD MEETING IS CALLED TO ORDER, THERE IS AN ABSENCE OF A QUORUM OF THE BOARD OF DIRECTORS, THE MEETING MAY BE ADJOURNED AND THE EXECUTIVE COMMITTEE SHALL BE CONVENED.)

1. **CALL TO ORDER / READING OF THE CAVC PROMISE & MISSION**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

ABSENTEE POLICY: The Bylaws Section IV (Structure), F. (Absenteeism) reads, "Six absences within the previous past 12 months from the regular meetings shall constitute grounds for immediate removal from the Board by a 2/3rd vote of the actual Board." The Bylaws Section XII (Redress Procedures), A (Procedure for Removal of Board Member) must be followed if removal is to be considered.

4. **PUBLIC COMMUNICATIONS** *2 minutes*

At this time the Community is invited to speak to Community Action of Ventura County on subjects not on the agenda. Please limit your presentation to five minutes. *Este tiempo esta designado para cualquier persona que este presente y que desee hacer una presentación ante la Acción Comunitaria del Condado de Ventura. Haga el favor de limitar su presentación a cinco minutos.*

5. **REVIEW / RE-ORDERING OF THE AGENDA:** *1 minute.*
6. **PRESENTATIONS, TRAINING, AND COMMENDATIONS:** *None.*
7. **EXECUTIVE DIRECTOR'S REPORTS** *20 minutes*

- A. Executive Director's Report for February 2020
- B. Program Reports for February 2020
- C. Financial Report through January 2020

9. **CONSENT CALENDAR:** *3 minutes.*

All matters listed on the Consent Calendar are expected to be non-controversial and will be enacted by one motion. There will be no separate discussion of these items. If discussion is required, that item will be removed from the Consent Calendar. Items removed from the Consent Calendar will be discussed after the balance of the Consent Calendar has been approved and before the beginning of the Business Items. The Consent Calendar will be voted on and approved by a **Roll Call** vote.

- A. Consider acceptance of the minutes of the Regular Board Meeting of 2-12-2020
- B. Consider acceptance of the minutes of the Executive Board Meeting of 2-27-2020

10. **PUBLIC HEARINGS:** *None.*

11. **BUSINESS ITEMS:** *35 minutes.*

- A. Executive Committee will report to the board their recommendation on the line of credit option from VCCU

Board Liaison: Chair, Vincent Stewart
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: The Governing Board will receive a brief summary from the Executive Committee Meeting in reference to the line of credit option.

Time allotted *5 minutes*

B. Explanation of losses in Gas and Southern California Edison (SCE) programs

Board Liaison: Chair, Vincent Stewart
Staff Liaison: Associate Executive Director, Arnie Yanez

RECOMMENDATION: The Governing Board will receive a profit and loss report from Associate Executive Director, Arnie Yanez and supporting staff of Gas and SCE to demonstrate the losses per program

Time allotted *10 minutes*

C. Homeless services update

Board Liaison: Chair, Vincent Stewart
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: The Governing Board will receive an update on the Transition Center from Executive Director, Susana Lopez-Garcia

Time allotted *10 minutes*

D. Operating reserves for the purchase of a freezer for the CalRecycle Grant

Board Liaison: Chair, Vincent Stewart
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: The Governing Board will receive a description of the analysis and determination of the use of funds and plans for replenishment to restore the Operating Reserve Funds that will be used for the freezer

Time allotted *10 minutes*

12. FUTURE AGENDA ITEMS

13. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS: None.

14. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS

4-8-2020, Next Regular Board Meeting. Items Board Members wish to have considered for a future agenda may be suggested under this item and, if agreed to, the item(s) will be placed on the appropriate upcoming agenda(s). Other comments and announcements by Board members may also be made at this time.

CAVC Standing Committees:

- (A) **Executive Committee**: Chair, Vincent Stewart; Vice-Chair, Magda Weydt; Secretary/Treasurer, Anson Mar; Director, Dr. Ramon Flores, Director, Kate Mills and Director, Michelle Surber. Staff: Executive Director, Susana Lopez-Garcia, Next EC meeting TBD
- (B) **Fund Development Committee**: Director Mills, Vice-Chair, Magda Weydt, and Director O'Brien. Staff Susana Lopez-Garcia. Next FDC meeting TBD
- (C) **Finance Committee**: Secretary/Treasurer; Anson Mar, Dr. Betsy Connolly; Chair, Vincent Stewart; and Director Bernardo Perez. Staff: Executive Director, Susana Lopez-Garcia. Next FC meeting TBD
- (D) **Board Development Committee**: Chair, Vincent Stewart, Vice-Chair, Director Dr. Ramon Flores. Next meeting TBD.

15. ADJOURNMENT

** California Corporate Code 5512 (c) regarding quorum states "...the members of a duly called or held meeting at which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum." (Therefore, if a quorum of a Board of Directors with 15 members is 8 members, and meeting is held with this quorum present, and some members subsequently leave the meeting, a decision can be made by a majority vote of 5 members, where all 5 vote in the same way).*

In compliance with the Americans with Disabilities Act, if you need special assistance to review an agenda or participate in this meeting, including auxiliary aids or services, please contact the Administrative Assistant at (805) 436-4038. Upon request, the agenda can be made available in appropriate alternative formats to persons with a disability. Any request for disability-related modification or accommodation should be made at least 48 hours prior to the scheduled meeting to assist the CAVC staff in assuring reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104; ADA Title II).