
Community Action of Ventura County

Board of Directors Agenda 1-13-2021

Regular Board Meeting

January 13, 2021

6:00 P.M.

Community Action of Ventura County, Inc.

Zoom Meeting:

<https://us02web.zoom.us/j/82694234660?pwd=cml6SCthV3ArclYrVmVRWlVSdG16UT09>

Mobile: +1 669 900 9128 US

Meeting ID: 826 9423 4660

Passcode: 621621

Chairperson: **Vincent Stewart**; Vice-Chair: **Magda Weydt**; Secretary/Treasurer: **Anson Mar**; Executive Committee Directors at-large: **Dr. Ramon Flores, Kate Mills and James Boyd**; Other Directors; **Joe Asebedo, Dr. Betsy Connolly, Kate O'Brien, Lorena Guereca, Jayn Walter, Roberta Griego, and Brian Brennan**; Staff: Executive Director, **Susana Lopez-Garcia**; Associate Executive Director, **Arnie Yanez**; Controller, **Fe DeLeon**, Community Services Manager, **Claudia Lozano**, HEAP Manager, **Maria Ramirez**, Energy Services Manager, **Fanni Azueta-Lee**.

(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.

PRESENTATIONS, TRAINING, AND COMMENDATIONS:

6. EXECUTIVE DIRECTOR'S REPORTS 20 minutes

A. Executive Director's End of the Year Report 2020.....

B. Program Reports for December 2020

C. Financial Report through November 2020

9. CONSENT CALENDAR: 5 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 12-9-2020

B. Consider acceptance of the minutes of the Finance Committee Meeting of 12-15-2020

10. PUBLIC HEARINGS: None.

11. BUSINESS ITEMS: 50 minutes.

A. Receive and accept the Final 2021 Budget

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

RECOMMENDATION: Board formally receives and accepts the Final 2021 Budget that was recommended by the Finance Committee

Time allotted: *10 minutes*

B. The Governing Board is to decide if CAVC should revisit becoming a Homeless Shelter.

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

RECOMMENDATION: Governing board is to discuss if reattempting the Winter Warming Shelter as an option in the CAVC building (2nd floor).

Time allotted: *10 minutes*

C. Formally accepting the letter that grants permission to VCCU to transfer Reserve Funds to a money market account that is best suitable for CAVC.

Board Liaison: Secretary/Treasurer, Anson Mar
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Governing board is to accept the letter that is presented to move funds to appropriate account

Time allotted: *10 minutes*

D. Cannabis Industry in the City of Oxnard and potential donations

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

RECOMMENDATION: Executive Committee will report out on decision made on current relationship with cannabis industry vendors in the city of Oxnard.

Time allotted: *10 minutes*

CLOSED SESSION:

E. Executive Director's Performance Review.....

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

Time allotted: *20 minutes*

12. FUTURE AGENDA ITEMS

13. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS: None.

14. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS

2-10-2021 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, James Boyd. Staff: Executive Director, Susana Lopez-Garcia, Next EC meeting TBD
- (C) **Finance Committee:** Secretary/Treasurer; Anson Mar, Dr. Betsy Connolly; Chair, Vincent Stewart; and Director Dr. Ramon Flores Staff: Executive Director, Susana Lopez-Garcia. Next FC meeting October 23, 2020
- (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)