
Community Action of Ventura County

Board of Directors Agenda 1-8-20

Regular Board Meeting
January 8, 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, Dale Villani, and James Boyd**; Staff: Executive Director, **Susana Lopes-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. **SEATING / RESIGNATION OF BOARD MEMBERS** *2 minutes*

Board Development Committee accepts with gratitude and appreciation the resignation of Dale Villani from the Low Income Sector.

5. **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.*

6. **REVIEW / RE-ORDERING OF THE AGENDA:** *1 minute.*
7. **PRESENTATIONS, TRAINING, AND COMMENDATIONS:** *10 minutes.*
 - A. Mission Moment: Energy Services Intake Specialist, Jessica Lopez
8. **EXECUTIVE DIRECTOR'S REPORTS** *20 minutes*

- A. Executive Director's End of the Year Report for 2019
- B. Program Reports for November and December 2019
- C. Financial Report through October and November 2019

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 11-13-19
- B. Consider acceptance of the minutes of the Finance Committee Meeting of 11-15-19
- C. Consider acceptance of the minutes of the Finance Committee Meeting of 11-22-19

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

11. BUSINESS ITEMS: 20 minutes.

A. The Governing Board is to review and accept the YR 2020 Budget.....

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

RECOMMENDATION: The Board formally receives and approves the YR 2020 Budget that was approved by the Finance Committee

Time allotted *10 minutes*

B. The Governing Board is to review and accept the YR 2020 Calendar Meeting dates

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

RECOMMENDATION: The Board is to review and accept the YR 2020 Calendar Meeting Dates

Time allotted *10 minutes*

C. Board Resolution #1-8-2020-1 for Signing Contract Agreement.....

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

RECOMMENDATION: Approve Board Resolution #1-8-2020-1 for signing Contract Agreements

12. FUTURE AGENDA ITEMS

13. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS: None.

14. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS

2-12-20, 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.

13. 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).*

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