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# Community Action of Ventura County

Board of Directors Agenda 12-9-2020

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**Regular Board Meeting**  
**December 9, 2020**  
**6:00 P.M.**  
**Community Action of Ventura County, Inc.**  
**Zoom Meeting:**  
<https://zoom.us/j/9034637050?pwd=cnA3aHE2eExvVm1jai90alc2d0ZSZz09>

**Mobile:** +1 408 638 0968 US  
**Meeting ID:** 903 463 7050  
**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**; 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 2/3<sup>rd</sup> 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 presentaci3n ante la Acci3n Comunitaria del Condado de Ventura. Haga el favor de limitar su presentaci3n a cinco minutos.*

5. **SEATING / RESIGNATION OF BOARD MEMBERS**

6. **REVIEW / RE-ORDERING OF THE AGENDA:** *1 minute.*

**PRESENTATIONS, TRAINING, AND COMMENDATIONS:** Presentation of 2019 Annual Audit and 990 tax return by auditor Chris Reed of McGowan Guntermann. *10 Minutes*

7. **EXECUTIVE DIRECTOR'S REPORTS** *20 minutes*

- A. Executive Director's Report for November 2020.....
- B. Program Reports for November 2020 .....
- C. Financial Report through October 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 11-10-2020 .....

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

11. **BUSINESS ITEMS:** *15 minutes.*

A. Receive and accept annual audit and 990 tax return.

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

RECOMMENDATION: Board formally receives and accepts the annual audit and 990 tax return.

Time allotted: *5 minutes*

B. The Governing Board is to review and accept the YR 2021 Calendar Meeting Dates

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

RECOMMENDATION: Board is to accept YR 2021 Calendar Meeting Dates

Time allotted: *5 minutes*

**Closed Session:**

A. Jose F. Garcia dba Jose’s Carpet Sales vs. Community Action of Ventura County .....

Board Liaison: Vincent Stewart  
Staff Liaison: Associate Executive Director, Arnulfo Yanez

Time allotted: *5 minutes*

**12. FUTURE AGENDA ITEMS**

**13. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS:** None.

**14. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS**

1-13-2020 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, 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**

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\* 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

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*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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