

# VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency  
4601 Telephone Road, Suite 117  
Ventura, CA 93003  
(805) 652-7611  
[www.vchsa.org/cfw/](http://www.vchsa.org/cfw/)

## COMMISSION MEMBERS:

### DISTRICT I

Cecilia Fargo  
Diana Goodrow  
Debbi Steele

### DISTRICT II

Janis Gardner  
Lee Riggan  
Mary Pallant

### DISTRICT III

Sharon Hillbrant  
Nancy Lee Phillips  
Elvia Guizar

### DISTRICT IV

Jan Lawrence  
Cynthia Hollister  
Vacancy

### DISTRICT V

Ina Howard  
Ruth Ann McAllister  
Vacancy

## MINUTES

July 1, 2006

4601 Telephone Road, Suite 117, Ventura, CA 93003

### 1. Call to Order by Chairperson Goodrow at 9:25 a.m.

### 2. Roll Call:

P Cecilia Fargo	P Mary Pallant	P Elvia Guizar
P Diana Goodrow	P Cynthia Hollister	A Ruth Ann McAllister
P Debbi Steele	P Sharon Hillbrant	P Ina Howard
A Janis Gardner	P Nancy Lee Phillips	
P Lee Riggan	A Jan Lawrence	

### 3. Adoption of the Agenda

### 4. Public Comment: Retired Commissioner Bonnie Warrington was present as visitor.

### 5. Consent Calendar:

- Approval of the Minutes of June 3, 2006 – approved unanimously
- Acceptance of the Treasurer's Oral Report: No Treasurer's report

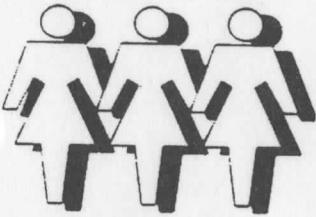
### 6. Committee Reports:

- Correspondence/Communication: Presented by Commissioner Steele, who will begin sending out change of address notices for the Commission.
- CalWORKS: Commissioner Phillips will resend the letter we developed for donations. Commissioner Steele has photos from events. Put Clothes Closet on future agenda (maybe on the Retreat agenda). Commissioner Warrington to talk with the person who ran the Clothes Closet previously. Commissioner Phillips needs a list of what was donated this year, and by whom.
- Teen Sibling Project Report (TSPP): Commissioner Lawrence did not attend today's meeting in order to finish her areas of the report. Left to do: cover page, table of contents, resumes; i.e., almost finished.
- Board of Supervisor's Presentation - Discussion
- Abuse Across Life Span Conference Report: Presented by Commissioner McAllister
- Web Page/Newsletter: It was decided that Commissioner Hollister would email the Publisher file of the Spring Newsletter to Commissioner Riggan, who will make the changes previously decided upon. Commissioner Riggan will then send it back to Commissioner Hollister to turn into a PDF file to be sent out and also uploaded to the website.

### 7. Action Items:

- Election of Officers: Commissioner Steele made a motion to accept the slate of officers. Commissioner Riggan seconded. The motion carried unanimously. It was also noted that our new Chair and Vice Chair should be added to the bank account signature card. Our new officers are: Chair: Nancy Lee Phillips; Vice Chair: Mary Pallant; Correspondence Secretary: Debbi Steele; Recording Secretary: Cindy Hollister; Treasurer: Ruth Ann McAllister.
- New Commission Location Issues:
  - It was agreed that we will continue to hold our monthly meetings at our new office

# VENTURA COUNTY COMMISSION FOR WOMEN



Human Services Agency  
4245 Market Street, Suite 201  
Ventura, CA 93003  
(805) 658-4193  
[www.vchsa.org/cfw](http://www.vchsa.org/cfw)

- Security badges will be ordered and given to the executive officers, including Chair, Vice Chair, Former Chair and Correspondence Secretary.
- c. **Development of Annual Calendar:** Commissioner Phillips has produced an annual Commission Calendar, including the upcoming year's meeting dates. It was moved and voted upon (unanimously) to accept the calendar.
- d. **Women's Forum:** The next meeting will be this coming Wednesday, July 5, 2006 in the 'B' wing of the Los Altos School in Camarillo at 6:00 p.m. Commissioner help is requested. Jon Goodman is to be the keynote speaker. She was a faculty member at USC. Add Commissioner Pallant to the Fiscal Sponsorship Agreement for the Commission. Different levels of donation to the Form were discussed - \$100, \$250, \$500, etc. "If unable to attend, please accept my donation...." Commissioner Phillips will email the Forum letter to the other Commissioners. We should keep a list of the contacts that we each send it out to. The Press should be free, as well as the keynote speaker and panelists.

8. **Information/Discussion Items**

- a. **Review of 2005-2006 Project Planning Table:** On schedule.
- b. **Board of Supervisors Annual Report:** To be presented on July 11, 2006. Reviewed Commissioner Phillips' PowerPoint presentation, which will be presented by Commissioner Goodrow.
- c. **ACCW:** Retreat is scheduled for August 4<sup>th</sup> and 5<sup>th</sup>.
- d. **Commission Appointments:** We need someone for Districts 4 and 5.

9. **Future Agenda Items:**

- Finalize our retreat agenda and location.
- Recap of the BOS presentation

10. **Commissioner Announcements:**

- Commissioner Fargo noted that Centro Mujer is seeking donations

**Check out and Adjournment:** 12:00 noon. Next meeting will be August 5, 2006 at 9:00 a.m., at the Commission office, 4601 Telephone Road, Suite 117, Ventura, CA

June 2006	(Mileage = 44.5 cents/mile)		
	Mileage	Hours	Expenses
Diana Goodrow	200	40	\$40
Cecilia Fargo	60	15	
Debbi Steele	30	20	\$26.70
Janis Gardner			
Lee Riggan	120	10	\$60
Mary Pallant	25	8	\$14.50
Sharon Hillbrant	50	10	\$15.
Nancy Lee Phillips	65	40	
Jan Lawrence			
Cynthia Hollister	20	2	\$5
Ruth Ann McAllister			
Ina Howard	52	8	\$25

Respectfully submitted,  
Cynthia Hollister  
Recording Secretary