

VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency

505 Poli Street

Ventura, CA 93001

(805) 652-7611

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
Vacancy

DISTRICT IV

Ian Lawrence
Cynthia Hollister
Vacancy

DISTRICT V

Ina Howard
Ruth Ann McAllister
Vacancy

MINUTES

April 8, 2006

Los Altos School Library

700 Temple Avenue, Camarillo, CA 93010

1. **Call to Order** by Chairperson Goodrow at 9:21 a.m.

2. **Roll Call:**

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

Guests Present: Bonnie Warrington and Elvia Guizar. There was discussion to consider Bonnie Warrington as Commissioner Emeritus and a request to place an item on the next agenda.

3. **Adoption of the Agenda** – Adopted as presented.

4. **Public Comment:** None

5. **Consent Calendar:**

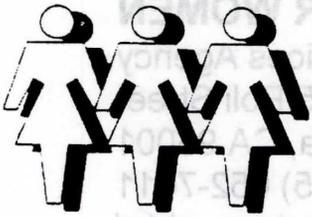
- Approval of the Minutes of February 4, 2006:** Unanimously approved.
- Acceptance of the Treasurer's Oral Report:** Report Accepted.

6. **Action Item:**

- Approval of Bylaws:** There was discussion to remove the address from the first page; that the ability to teleconference was added along with Article 7 for Roberts Rules of Order. Formation and addition of Standing Rules will be discussed at the retreat this summer. **On a motion by Commissioner Phillips, seconded and passed unanimously, the Commission moved to approve the revisions to the Bylaws.** Next step is to forward to Johnny Johnston's office for approval.
- Fiscal Sponsorship:** Nancy stated she and Norma Maidel and Mary Ann Dase met with Hugh Ralston at the Ventura County Community Foundation to discuss Fiscal Sponsorship of the Forum and Commission. She stated that the fee is approximately 7% for receiving and disbursing funds. The agreement is a "pass through" agreement and allows the Commission to use the VCCF tax ID # for various activities. **On a motion by Commissioner Steele, seconded and passed unanimously, the Commission moved to authorize Diana Goodrow and Nancy Lee Phillips to enter into an agreement with the VCCF to provide Fiscal Sponsorship.**

7. **Committee Reports**

- Correspondence:** Debbi provided the report on recent correspondence received including information from the Glendale Commission; Equal Pay Day on April 25; and May 19th State Commission Association meeting.



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- b. **Web Page and Newsletter:** Discussion of putting the finalized bylaws on the website and possible website issues. Nancy stated Cindy was working on some glitches.
- c. **Forum Planning:** Commissioners Riggan, Phillips and Goodrow reported that the Save the Date card is near completion; a new website will be prepared by someone from the University of Michigan; committee members have assignments to obtain additional funding; Sage Publications will provide a book as part of the registration packet; Keynote speaker has not been determined; next Program Committee meeting is April 10th; next planning meeting is April 13th; Committee met with Sara McCune, who stated she will donate a minimum of \$5,000. Debbi volunteered to work registration the day of the event.
- d. **CalWORKS:** Nancy submitted a sample of a revised certificate. Jan indicated there was sufficient paper used before and that she will work with Phillips on any design changes suggested. Commissioner Phillips stated she had contact Lauri Flack and that the Commission will again provide goody bags. She will draft a donation request letter. Janis will contact Linda Parks' office to confirm presentation dated in June.

8. Information/Discussion Items:

- a. **Review of Planning Table.** Janis stated she sent info on Women's History Month to all papers and that it was in *Ventura County STAR*. Nancy will send Janis a copy.
- b. **Brown Act Review** – Nancy reviewed the intent of the legislation stating that the public has the right to attend any commission or board meeting and has the right to speak on any agenda item. All deliberation must be in public (with few exceptions) and can only be on items on the agenda.
- c. **Designation of Commissioners Information:** – a lively discussion ensued about giving out personal information. Nancy will send out a form which will ask us what we are willing to disclose to the public. Diana will discuss with Cindy about getting e-mail address for commissioners via website.

9. Announcements from Commissioners:

- CPR Meetings – Juan Campos speaking
- information on Marriage Equality packet from Rainbow Alliance
- Ruth Ann will attend Abuse Across the Life Span Conference on April 26
- Democratic Central Committee is negotiating a book signing opportunity in Ventura County with Barbara Boxer. It will be sometime this summer
- Gala dinner Saturday April 29 for Community Health Promoters.
- Elvia's son is going to Afghanistan next week!!
- Cecilia reminded Commissioners of UNFPA 34 Million Friends Fund.

10. Community Partners

The commissioners went through the current Teen Proposal and made additions and corrections. Debbi is to correct and get to supervisors and others for letters of recommendations. Jan will correct the master and all corrections will be completed for review by May meeting.

Adjourned: 12:30

Respectfully submitted,
Cynthia Hollister
Recording Secretary