

October 12, 1991

AGENDA  
V. Order of Business  
Item E.

MEMORANDUM

TO: Ventura County Commission For Women

FROM: Stacey B. MacDonald, Chair

DATE: September 15, 1991

SUBJECT: Annual Retreat, 1991

I am pleased to present the report for the Commission's annual Conference, held on September 14, 1991, at the La Casa De Maria Retreat Center. I believe the report will provide you with a comprehensive overview of the day's activities.

The Commissioner's present worked very hard during the day and are to be commended for their participation and diligence in completing the exercises. The retreat was somewhat different from previous retreat's in that it was based on an adult learning model which focuses on experiential learning methods. Commissioner's took risks and communicated in an open and honest manner while maintaining the utmost respect of their colleagues.

The retreat began at 8:00 a.m. and although it was scheduled to end at 5:00 p.m., the Commissioner's respected the process and remained until the final business matter was completed around 6:00 p.m.

I designed and facilitated the workshop and was fortunate to have a co-trainer assist me. Barbara Rhodas, Administrator for Sentient Systems, Inc., who provided training support and assisted the Commission throughout the Retreat Process. It is important to note that Ms. Rhodas donated her time as well as her air fare from Monterey and other associated expenses to assist me in this process. It would be appropriate for the Commission to address a letter of appreciation to her for her contribution to us. I will take the appropriate steps to handle this matter if it meets with the Commission's approval.

Please review the attached Retreat Report and be prepared to indicate your interest in serving on a particular committee or committees at the October 12, 1991, meeting. A brief review of the Committees and the upcoming planning will be conducted to provide those unable to attend the retreat with additional information at our next meeting.

I will provide sign-up sheets for each Committee. I believe it would be reasonable for the Committees to meet first and then select a Chair rather than try to make that determination during the October meeting. It is important that a Chair be selected who is able to devote sufficient time to organization and administration of the Committee. These responsibilities will include coordinating meeting dates and times and providing brief action minutes of each meeting. The Chair will also be expected to provide any verbal reports necessary to supplement the minutes of the Committee meetings at the regular Commission meetings.

It was determined at the Workshop to place the Commission's goal to develop a Women's Resource Center on "long-term goal status." It was moved down in the priority list based on the necessity to first build County-wide support for the concept by accomplishing things such as providing Leadership Development for women. A Resource Center is a lofty goal and we need to be better prepared to undertake this project.

I am attaching a financial report for the costs associated with the Retreat for your information, review and possible action. I am proposing that costs to attend be reimbursed to Bonnie Warrington. Bonnie is the Commission's staff and it was requested that she attend; however, I do not believe it is appropriate for a staff person to utilize personal resources in the course of Commission business.

**Recommendation:**

**Authorize reimbursement of expenses to Bonnie Warrington in the amount of \$14.25 from the proceeds of the Salute to Women Awards. Take other actions as appropriate with regard to this report.**