

MINUTES

August 26, 1986

RECEIVED

FRIENDS OF THE COMMISSION FOR WOMEN SEP 8 11 53 AM '86 Call to order: 7.45 p.m.

MEMBERS PRESENT: Lee Anderson, Anne Fischer, Paula Osterbrink,
Sarah Pierce, Isabel Wright

GUESTS PRESENT: Jeanine Faria, Margaret Nesbitt.

MINUTES: The minutes of the meeting of July 29 were approved as written.

CORRESPONDENCE: Members discussed the establishment of a standard correspondence response to requests from other Commissions for information about setting up a "Friends" organization. Lee reported that she had been sending a copy of the By-Laws, the Friends' section of the Annual Report, a copy of the newsletter on the Banquet, and the Friends' brochure. To facilitate the procedure, it was agreed that sets of this information be run off and charged to the Friends' treasury, and that a bill for the cost accompany the package to ensure reimbursement by the enquirer.

Isabel circulated two newspaper articles reporting on Bonnie Warrington's selection by the Soroptimist International of Ventura as their 1986 "Winner Among Winners" in their "Women Helping Women" award. Anne proposed, and members agreed unanimously, that a congratulatory letter be sent to Bonnie commending her on the award.

TREASURER: Anne reported a balance of \$2,240.12. Four new memberships had been received and one returned cheque covered.

MOVED by Sarah, seconded by Isabel that the Treasurer's report be accepted. CARRIED.

NAME TAGS, BUTTONS: Paula circulated a sample of the new badge for board members. All agreed that the design was very handsome and approved the order. The badges will be distributed to members at the next board meeting. The cost is between \$4 and \$5 each.

Paula also distributed packages of the new Friends' button, which met with everyone's enthusiastic approval. 500 have been ordered at \$1.68 each plus tax. \$200 deposit was required, with the balance to be paid upon delivery.

Anne MOVED, Paula seconded that the pins be sold for \$3.00 each. CARRIED.

Anne MOVED, Sarah seconded, that the pin be given as a token of the Friends' appreciation to members of the Friends' Board, the Commission, patrons and financial contributors. CARRIED.

The pins will be attached to patrons' name-tags at the Banquet. They will also be for sale at the Banquet in the Board Room. This room will be used for displays by the Friends and the Commission and two easels will be set up in the hotel foyer indicating its location and advertising the display.

PUBLICITY: Paula distributed the draft of a flyer on the Banquet. 1,000 will be printed early in September for distribution to libraries, colleges and other suitable places. (Copy of the flyer with tear-off sheet is attached to these minutes). Members agreed to assist in their distribution.

Paula circulated an outline of an article which will be published in the Westlake Plaza Hotel Magazine in December. The article will contain a description of the Awards Banquet, the awardees, the work of the Commission, and the Friends. Board members commended Paula on the work she had done producing the flyer and the magazine article. She reported that she was working in close cooperation on publicity with Sandy Ryder of the Commission who is doing the publicity on the awardees. Letters will be sent to women-owned businesses in the County, soliciting their support for the Banquet. The Commission's July newsletter was being mailed on Friday, August 29th. The front page is devoted to the Banquet (copy attached to these minutes). Members discussed the mailing list and agreed that Sarah would assist Martha in purging and up-dating it.

PRESIDENT'S REPORT: Lee reported that, due to ill-health, Margarita would not be serving on the board at the present time and that her responsibilities for the Banquet were covered.

Lee circulated a draft of the invitation (copy attached) which members proof-read and approved. Registration deadlines are: October 10th for Patrons and October 22nd for regular reservations.

Lee recommended that her secretary be paid to record the registrations and list the deposits to ensure that this aspect of the Banquet be handled efficiently without any hitches. Members agreed to this expense.

MEMBERSHIP: Sarah reported that she would be sending postcards notifying people who have filled out the membership flyer of the time and place of our meetings. Members agreed that this should be done for three months, by which time the new member would be aware of the regular time of meetings (third Tuesday of the month).

Sarah will contact past directors of the Friends to work on the registration table at the Banquet. The question was raised as to who were members of the Friends: only those who had signed the membership application or all those who are on the Commission's mailing list? Sarah reported that four new members had joined: Leslie Kerr, Elaine Freeman, Diane Koranda, and Dixie Adeniran.

NEW BUSINESS: Members agreed that a special meeting should be held to review the By-Laws and amend them where necessary. Some of the areas discussed were the structure of the organization, the term of office, membership, and the establishment and expansion of committees.

* A tentative date was set for September 13th at 9 a.m., to be confirmed by the secretary. Prior to the meeting, members will read the by-laws to expedite the revision process.

* *Cancelled - we will set a new date for next meeting.*

NEXT MEETING: The next meeting will be held Tuesday, 16th September, at 7.30 p.m. at 2220 Ventura Boulevard, Camarillo.

ADJOURNMENT: The meeting was adjourned at 9.55 p.m.