

# MINUTES

January 21, 1986

FRIENDS OF THE COMMISSION FOR WOMEN

Call to Order: 7.30 p.m.

MEMBERS PRESENT: Lee Anderson, Bonnie Warrington, Priscilla Pike,  
Paula Shain, Isabel Wright, and Anne Fischer

GUESTS PRESENT: Carol Keochekian, Judy Capko (1985 board members)

MINUTES: The minutes of the November 19 annual meeting were approved as submitted.  
The following correction was made to the minutes of the November 19 board meeting: "Isabel Pike" was amended to read "Isabel Wright". The minutes were approved as corrected.

## CORRESPONDENCE:

A letter was received from Commissioner Candace Matson on behalf of the Ventura County Commission for Women extending their thanks for the work the Friends put into the highly successful "Salute to Women" Awards Banquet, and their congratulations on the selection of Judge Melinda Johnson as Mistress of Ceremonies and the success of the two-tiered ticket approach.

A letter was also received from Commissioner Brook Hubbell expressing her appreciation of the Friends' efforts and her delight with the success of the Banquet.

A letter was received from Kathryn Swanson, Director of Women's Programs at California Lutheran University inviting the sponsorship and participation of the Friends in C.L.U.'s annual "Creative Options: A Day for Women" on Saturday, March 8, 1986, on the campus. As a sponsoring organization, the Friends would be included in the brochure for the program, have an information table for the display of literature during the program, and help distribute brochures to our membership.

A letter to Lee Anderson from Judy Capko, the Friends 1985 Publicity Chair, was read stating that Judy had notified Kathryn that the Friends wanted to be a sponsor and had given her Lee's phone number for follow-up regarding the display table. It was agreed that Isabel would check with Kathryn as to whether the Commission also had a table and if there was a shortage of tables, in which case the Friends would be agreeable to sharing with the Commission.

TREASURER'S REPORT: Since Anne Fischer was unavoidably late for the meeting, Lee Anderson reported that all the bills were paid and that there was a balance of \$4,229.72.  
Lee Anderson advised members that a verbal request had been received from the Commission for assistance in covering the deficit they had incurred from their evening program "Past the Morning Star" in November. To clarify the Friends' policy on requests of this nature to new board members, Lee Anderson explained that because the Commission for Women was funded by the county of Ventura, the Friends had avoided the practice of



picking up the running expenses of the Commission for fear of jeopardizing their funding by the county. For this reason, the Friends always funded the Commission on a discretionary, individual basis. It was agreed to defer any decision on the matter until after Lee Anderson had attended the next Commission meeting and ascertained if the expense had been covered. In the event this had not occurred, it was agreed that the Friends ask for formal billing from the Commission before discussing the matter further.

#### DESIGNATION OF CHAIRS OF STANDING COMMITTEES

After some discussion regarding the functions and objectives of each standing committee, the following designations were made:

Membership	Bonnie Warrington
Speaker's Bureau & County Involvement	Margarita Corral
Public Relations	Paula Shain
Women's Concerns/ REsource Development	Bonnie Warrington
Financial Support	Priscilla Pike

Committee chairs received a chart of the operational structure of the organization and job descriptions for each standing committee.

#### AWARDS BANQUET

The 1986 banquet was discussed and the following points were made:

- 1) The two-tiered ticket approach could be expanded to include more levels, such as one for professional and private organizations
- 2) Ottavio's has opened a new banquet facility in Camarillo. Because of its centrality and the quality of the food, several board members agreed to check it out before the next meeting.
- 3) It was agreed that advance notice of the banquet had led to a considerable increase in attendance over the previous year. It was suggested that employers be advised of the selection of an employee as an awardee and encouraged to buy a table to increase attendance further. An earlier mailing of the newsletter was recommended.
- 4) Priscilla Pike suggested that posters of the awardees be displayed at the dinner along with the awards themselves.
- 5) Paula Shain suggested that applications for the banquet be publicized earlier than last year. Isabel Wright suggested they be included in women's publications in the county, for example the newspaper BUSY.
- 6) It was suggested that people who came to the banquet be made members of the Friends.



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Lee Anderson reminded board members that a joint meeting will be held with the Commission for Women to discuss the banquet on Tuesday, February 11th at 7.30 p.m. in the PSSA building (where the Friends hold their board meetings).

#### GENERAL INFORMATION:

Lee Anderson drew board members' attention to the following materials in their possession: the Friends By-Laws, the goals of the Friends, and a series of letters explaining the establishment and organizational development of the Ventura County Commission for Women.

Several members asked questions regarding the source of members for their committees. Lee Anderson explained that each board member was responsible for finding their own committee workers. There was general agreement that there was a need to build a bank of volunteers. Lee stated that Diane Koranda (1985 Membership Chair) had a master list of the people who had attended various functions. Some discussion followed regarding how people became members, the advisability of charging a minimal membership fee, and the need to actively seek new members. A suggestion was made to have membership forms and/or a brochure available at the CLU Creative Options program. Lee suggested the Friends host two or three information luncheons or dinners to explain what the Friends are and the goals of the Needs Assessment study. These functions would serve to increase membership and raise funds. Stating that the Friends is a women's support group, she stressed that the success of the organization came from specific recognition of founders of the group and suggested they should be honored with life-time associate or sustaining board memberships.

This suggestion was agreed to by the board members.

Lee spoke of the successes of the old board during the past year, describing it as a synergistic group that operated out of a consensus of opinion and a sense of individual responsibility. She stated she was very honored to be a part of the new board and extended an invitation to life-time members to come to meetings of the Friends as often as possible.

Carol Keochekian responded by praising Lee for her excellent leadership which had made Carol's term on the board a very special experience during which she had never felt "put upon." The official seal of the organization was given to Anne Fisch.

#### ANNOUNCEMENTS:

The Friends were invited to join the Commission for Women on a tour of KTIE-TV, on Wednesday, January 29, at 4 p.m. The 1986 calendars for Friends' and Commission board meetings were distributed.

NEXT MEETING: 7.30 p.m., Tuesday, February 18, 1986, in Camarillo.

ADJOURNMENT: The meeting adjourned at 9.20 p.m. and was followed by refreshments.