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# Community Action of Ventura County

Board of Directors

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**Regular Board Meeting**  
**June 14, 2023**  
**6:00 P.M.**  
**Community Action of Ventura**  
**County, Inc.**  
**In Person: 621 Richmond Ave,**  
**Oxnard, California 93030**

[www.ca-vc.org](http://www.ca-vc.org)

*Also Available through Zoom:*



Join Zoom Meeting:

[https://us02web.zoom.us/j/81248323827?pwd=UE](https://us02web.zoom.us/j/81248323827?pwd=UEF0OXN2cXA5cEw5N0lJY2xtZEZYZz09)

[F0OXN2cXA5cEw5N0lJY2xtZEZYZz09](https://us02web.zoom.us/j/81248323827?pwd=UEF0OXN2cXA5cEw5N0lJY2xtZEZYZz09)

Meeting ID: 812 4832 3827

Passcode: 621621

One tap mobile: +1 669 444 9171 US

Chairperson: **Vincent Stewart**; Vice-Chair:  
**Magda Weydt**; Secretary/Treasurer: **Anson Mar**;  
Executive Committee Directors at-large: **Dr.**  
**Ramon Flores, Kate Mills and James Boyd**;  
Other Directors; **Dr. Betsy Connolly, Lorena**  
**Guereca, Jayn Walter, Christina Villasenor,**  
**Jeannette Sanchez-Palacios and Gabe Teran**;  
**Staff:** Executive Director, **Susana Lopez-**  
**Garcia**; Controller, **Fe DeLeon**, Community  
Services Manager, **Claudia Lozano**, HEAP  
Manager, **Maria Ramirez**, Energy Services  
Manager, **Fanni Azueta**, Development  
Coordinator **Catalina Solis** and Recording  
Secretary, **Julia Luis**

(NOTE: IF AFTER THE BOARD MEETING IS CALLED TO ORDER, THERE IS AN ABSENCE OF A QUORUM OF THE BOARD OF DIRECTORS, THE MEETING MAY BE ADJOURNED AND THE EXECUTIVE COMMITTEE SHALL BE CONVENED.)

1. **CALL TO ORDER / READING OF THE CAVC PROMISE, MISSION, & VALUES.**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

**ABSENTEE POLICY:** The Bylaws Section IV (Structure), F. (Absenteeism) reads, "Six absences within the previous past 12 months from the regular meetings shall constitute grounds for immediate removal from the Board by a 2/3<sup>rd</sup> vote of the actual Board." The Bylaws Section XII (Redress Procedures), A (Procedure for Removal of Board Member) must be followed if removal is to be considered.

4. **PUBLIC COMMUNICATIONS** *2 minutes*

At this time the Community is invited to speak to Community Action of Ventura County on subjects not on the agenda. Please limit your presentation to five minutes. *Este tiempo esta designado para cualquier persona que este presente y que desee hacer una presentación ante la Acción Comunitaria del Condado de Ventura. Haga el favor de limitar su presentación a cinco minutos.*

5. **SEATINGS AND RESIGNATIONS:** None.
6. **REVIEW / RE-ORDERING OF THE AGENDA:** *1 minute.*
7. **PRESENTATIONS, TRAININGS, PROCLAMATIONS AND COMMENDATIONS:**
8. **EXECUTIVE DIRECTOR'S REPORTS** *15 minutes*
  - A. Executive Director's Report
  - B. Program Reports for May 2023
  - C. Financial Report through May 2023
9. **CONSENT CALENDAR:** *5 minutes.*

All matters listed on the Consent Calendar are expected to be non-controversial and will be enacted by one motion. There will be no separate discussion of these items. If discussion is required, that item will be removed from the Consent Calendar. Items removed from the Consent Calendar will be discussed after the balance of the Consent Calendar has been approved and before the beginning of the Business Items. The Consent Calendar will be voted on and approved by a **Roll Call** vote.

A. Consider acceptance of the minutes of the Regular Board Meeting of 5-10-23

**10. BUSINESS ITEMS: 65 minutes**

A. CSD Requirements / CSBG Administration -Organizational Standards of the month:

RECOMMENDATION: Board to accept Community Needs Assessment Final CAP Plan 2024-2025.

Time allotted: *10 minutes*

B. Chair to present Board Officers slate of candidates for election at June 14<sup>th</sup> Regular Board meeting:

Board Liaison: Chair, Vincent Stewart  
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Chair Stewart nominates the current slate of Board Officers (Chair Mar, Secretary/Treasurer Kate Mills, Vice-chair Magda Weydt)

Time allotted: *15 minutes*

C. Board Resolution #6-14-2023-1 for Ventura County Credit Union Official Signers:

Board Liaison: Chair, Vincent Stewart  
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Update signers on Ventura County Credit Union account based on new slate of officers.

Time allotted: *5 minutes*

D. “40 Years of Action” 40K Fund Campaign:

Board Liaison: Chair, Vincent Stewart  
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Discuss the 40 Years of Action Event & 40K Campaign.

Time allotted: *15 minutes*

E. Board Retreat Agenda August 19<sup>th</sup>:

Board Liaison: Chair, Vincent Stewart  
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Discuss the Agenda for the Board Retreat 8-19-2023

Time allotted: *10 minutes*

F. Board Development Committee:

Board Liaison: Chair, Vincent Stewart  
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Discuss and brainstorm potential new board members.

Time allotted: *10 minutes*

**11. CORRESPONDENCE, ROSTERS, INFORMATION ITEMS AND FUTURE AGENDA ITEMS:**

- A) Updated Staff Phone List
- B) Acronyms List
- C) CAVC Organizational Chart
  
- D) Community Council Meetings
- E) Future Agenda Item: CAVC Values

**12. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS**

7-12-2023 Next Board Meeting. Items Board Members wish to have considered for a future agenda may be suggested under this item and, if agreed to, the item(s) will be placed on the appropriate upcoming agenda(s). Other comments and announcements by Board members may also be made at this time.

**CAVC Standing Committees:**

- (A) **Executive Committee:** Chair Stewart; Vice-Chair, Weydt; Secretary/Treasurer, Mar; Director, Dr. Flores, Director, Mills and Director Boyd. Staff: Executive Director, Susana Lopez-Garcia, Next EC meeting TBD.
- (B) **Fund Development Committee:** Director Mills; Vice-Chair Weydt, and Director Teran. Next meeting TBD.
- (C) **Finance Committee:** Secretary/Treasurer Mar, Chair Stewart; and Director Dr. Flores. Staff: Executive Director, Susana Lopez-Garcia. Next meeting TBD.
- (D) **Board Development Committee:** Chair Stewart, Director Dr. Flores, Director Villasenor. Next meeting TBD.

### **13. ADJOURNMENT**

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*\* California Corporate Code 5512 (c) regarding quorum states "...the members of a duly called or held meeting at which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum." (Therefore, if a quorum of a Board of Directors with 15 members is 8 members, and meeting is held with this quorum present, and some members subsequently leave the meeting, a decision can be made by a majority vote of 5 members, where all 5 vote in the same way).*

**In compliance with the Americans with Disabilities Act, if you need special assistance to review an agenda or participate in this meeting, including auxiliary aids or services, please contact the Administrative Assistant at (805) 816-6427. Upon request, the agenda can be made available in appropriate alternative formats to persons with a disability. Any request for disability-related modification or accommodation should be made at least 48 hours prior to the scheduled meeting to assist the CAVC staff in assuring reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104; ADA Title II)**