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**Community Action of Ventura County**  
Board of Directors Agenda

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**Board Development Committee  
Meeting  
February 1, 2024  
12:30 P.M.**

**Community Action of Ventura County  
621 Richmond Ave Oxnard, CA 93030**

**Chair, Anson Mar; Magda Weydt, Vice-Chair;  
Dr. Ramon Flores, Director, Dr. Vincent  
Stewart, Director, Christina Villasenor,  
Director; Staff: Executive Director; Susana  
Lopez-Garcia, Controller; Fe DeLeon, and  
Recording secretary; Julia Luis**

[https://us02web.zoom.us/j/83326165522?pwd=  
TzFyTVpFVExDWHpVTVV5dUJvWDNCdz  
09](https://us02web.zoom.us/j/83326165522?pwd=TzFyTVpFVExDWHpVTVV5dUJvWDNCdz09)

**Meeting ID: 833 2616 5522**

**Passcode: 621621**

**Mobile: +1 669 444 9171**

(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 presentacion ante la Accion Comunitaria del Condado de Ventura. Haga el favor de limitar su presentacion a cinco minutos.*

- 5. REVIEW / RE-ORDERING OF THE AGENDA: *1 minute***
- 6. EXECUTIVE DIRECTOR'S REPORTS:**

A. Executive Director's report

- 7. BUSINESS ITEMS: *30 minutes***

- A. Board Vacancy District 1:

Board Liaison: Secretary / Treasurer, Anson Mar

Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Committee to discuss prospective board members to fulfill District 1 vacancy.

Time allotted: *10 minutes*

- B. Board Orientation:

Board Liaison: Secretary / Treasurer, Anson Mar  
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Committee to discuss Organizational Standard 5.7 board orientation process and review volunteer forms.

Time allotted: *10 minutes.*

C. Board Retreat 2024:

Board Liaison: Secretary / Treasurer, Anson Mar  
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Committee to discuss and decide agenda items for the board retreat on April 27<sup>th</sup>, 2024.

Time allotted: *10 minutes.*

**8. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS: None.**

**9. BOARD MEMBERS REPORTS, ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

2-14-2024, Next Regular 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 Mar; Vice-Chair, Weydt; Secretary/Treasurer, Mills; Director, Dr. Flores, Director, Dr. Stewart, and Director Boyd. Staff: Executive Director, Susana Lopez-Garcia, Next EC meeting TBD.
- (B) Fund Development Committee: Secretary/ Treasurer Mills; Vice-Chair Weydt, and Director Teran. Next meeting TBD.
- (C) Finance Committee: Secretary/ Treasurer Kate Mills, Chair Mar, Director Stewart, and Director Dr. Flores. Staff: Executive Director, Susana Lopez-Garcia. Next meeting TBD.
- (D) Board Development Committee: Chair Mar, Director Dr. Stewart, Director Dr. Flores, Director Villasenor. Next meeting TBD.

**10. 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) 436-4038. 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).**