
Community Action of Ventura County

Board of Director's Agenda

Special Board Meeting

April 12, 2025

8:00 A.M.

Community Action of Ventura
County, Inc.

In Person: 621 Richmond Ave,
Oxnard, California 93030

Phone Number: 805-436-4042

Zoom:

<https://us02web.zoom.us/j/5167102803?pwd=cVpKSDREelRoZ2VwbWlnOWNXRXdCUT09&omn=83444412674>

Passcode: 621621

www.ca-vc.org

Chairperson: **Anson Mar**; Vice-Chair: **Christina Villaseñor**; Secretary/Treasurer: **Raquel Torres**; Executive Committee Directors at-large: **Dr. Ramon Flores**, and **Dr. Vincent Stewart**; Other Directors; **Magda Weydt**, **Dr. Betsy Connolly**, **Lorena Güereca**, **Jayn Walter**, **Gabe Teran**, **Douglas Nickles**, **Robert Perez**, **Felipe Flores**, and **James Forsythe**. Staff: Executive Director, **Susana Lopez-Garcia**; Secretary, **Patricia Hernandez**

(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 2/3rd 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. REVIEW / RE-ORDERING OF THE AGENDA: 1 minute.

5. 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 esté 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.*

6. SEATINGS AND RESIGNATIONS: None.

7. PRESENTATIONS, TRAININGS, PROCLAMATIONS AND COMMENDATIONS:

A. David Knight, Executive Director (California Community Action Partnership Association "CalCAPA") 30mins

B. Dr. Kathleen Van Antwerp (Safe Families & Communities of Ventura County): 1hr

C. Board Member Introductions: 15 minutes

D. Team Building Activity- Gabe Teran 30mins

8. EXECUTIVE DIRECTOR'S REPORTS none.

9. CONSENT CALENDAR: none.

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.

10. BUSINESS ITEMS: 2 hours

- A. CSD Requirements / CSBG Administration -Organizational Standards of the month: *Organizational Standard 6.5 The governing board has received an update(s) on progress meeting the goals of the strategic plan within the past 12 months*

Board Liaison: Chair, Anson Mar

Staff Liaison: Executive Director Susana Lopez-Garcia

RECOMMENDATION: Board receives an update on Strategic Plan 2023-2027 and discusses any updates or adjustments to be made.

LUNCH BREAK: 40 minutes

- B. “Community Action Board Discussion Guide for Uncertain Financial Times”

Board Liaison: Chair, Anson Mar

Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Board receives guides and discusses use for future discussions.

- C. Risk Mitigation Plan:

Board Liaison: Chair, Anson Mar

Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Board reviews and discusses risks around Fundraising & Resource Development and Facilities and Building Security.

11. ACTIVITY:

- A. Team Building Activity- Gabe Teran *30mins*

12. CORRESPONDENCE, ROSTERS, INFORMATION ITEMS AND FUTURE AGENDA ITEMS:

- A) CAVC Bylaws
- B) Updated Staff Phone List
- C) Acronyms List
- D) CAVC Organizational Chart

13. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS

05-07-2025 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, Anson Mar; Vice-Chair, Christina Villaseñor; Secretary/Treasurer, Raquel Torres; Directors, Dr. Vincent Stewart, Dr. Ramon Flores. Staff: Executive Director, Susana Lopez-Garcia Next EC meeting TBD.
- (B) **Fund Development Committee**: Committee Chair, Gabe Teran, Board Chair, Anson Mar, Directors Magda Weydt, Lorena Güereca, Felipe Flores, Next meeting 05-06-25. (1st Tuesdays of every month 12:00 p.m. – 1:00 p.m.)
- (C) **Finance Committee**: Secretary/Treasurer Raquel Torres; Board Chair Anson Mar, Directors, Dr. Betsy Connolly, Dr. Ramon Flores, and Dr. Vincent Stewart. Staff: Executive Director, Susana Lopez-Garcia. Next FC meeting TBD
- (D) **Board Development Committee**: Board Chair, Anson Mar, Director Dr. Vincent Stewart, Director Dr. Ramon Flores, and Director Christina Villaseñor. Next meeting TBD

14. ADJOURNMENT

** 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)