

November 12, 2025

Community Action of Ventura County
Board of Director's Agenda

Regular Board Meeting
November 12, 2025
5:30 P.M.
Community Action of Ventura
County, Inc.

In Person: 621 Richmond Ave,
Oxnard, California 93030

www.ca-vc.org

Hybrid Zoom Link:

<https://us02web.zoom.us/j/86571341062?pwd=XScV3CFrPu5MTeubGQ93U4iG3738de.1>

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, Robert
Perez, Felipe Flores. Staff: Executive
Director, **Susana Lopez-Garcia**; Controller,
Fe DeLeon, Community Services Manager,
Claudia Lozano, HEAP Manager, **Maria**
Ramirez, Energy Services Manager, **Fanni**
Azueta, Human Resource Generalist
Yvonne Mejia, Secretary, **Lizbeth Naranjo**



Meeting ID: 865 7134 1062

Passcode: 257164

(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. SEATING AND RESIGNATIONS: 2 minutes**

A. Resignation James Forsythe, Public Sector, District # 1

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6. PUBLIC COMMUNICATIONS: 5 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*

**7. PRESENTATIONS, TRAININGS, PROCLAMATIONS AND
COMMENDATIONS: 15mins**

8. EXECUTIVE DIRECTOR'S REPORTS: 30 minutes

- A. Executive Director's Report
- B. Program Reports for October 2025
- C. Financial Report October 2025

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 09/10/2025
- B. Consider acceptance of the minutes of the Fund Development Meeting of 09/02/2025

10. BUSINESS ITEMS: 30 minutes

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

Organizational Standard 8.6 *The IRS Form 990 is completed annually and made available to the governing board for review.*

Board Liaison: *Chairperson, Anson Mar*
Staff Liaison: *Executive Director, Susana Lopez- Garcia*

RECOMMENDATION: The full board reviews and receives the IRS Form 990

Time allotted: 5 minutes

B. Fiscal Department Ad Hoc Committee

Board Liaison: *Chairperson, Anson Mar*
Staff Liaison: *Executive Director, Susana Lopez- Garcia*

RECOMMENDATION: Board receives update on ad hoc committee

Time allotted: *5 minutes*

C. CAVC 12/11/25 Event

Board Liaison: *Chairperson, Anson Mar*
Staff Liaison: *Executive Director, Susana Lopez-Garcia*

RECOMMENDATION: The board receives an update on December 11, 2025 event.

Time allotted: *5 minutes*

D. CAVC Funding Sources

Board Liaison: *Chairperson, Anson Mar*
Staff Lisason: *Executive Director, Susana Lopez-Garcia*

RECOMMENDATION: Board Receives update on government funding sources and next steps.

Time allotted: *10 minute*

E. CAVC Line of Credit Request

Board Liaison: *Chairperson, Anson Mar*
Staff Liaison: *Executive Director Susana Lopez-Garcia*

RECOMMENDATION: BOD to approve CAVC to move forward to apply for a business line of credit with Ventura County Credit Union

Time allotted: *10 minutes*

F. Ventura County Credit Union (VCCU) Loan Deferment

Board Liaison: *Chairperson, Anson Mar*
Staff Liaison: *Executive Director Susana Lopez-Garcia*

RECOMMENDATION: The board request a monthly loan deferment from VCCU.

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Time allotted: 10 minutes

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

- A) Updated Staff Phone List
- B) Acronyms List
- C) Board Giving Pledge Form
- D) Board Member Emergency Contact Form

12. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS:

12-10-2025 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, Jayn Walter, Gabe Teran. 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. (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 10-01-2025
- (D) **Board Development Committee**: Board Chair, Anson Mar, Director Dr. Vincent Stewart, Director Dr. Ramon Flores, and Director Christina Villaseñor. Next meeting TBD

16. 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 votes 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) 436-4019. 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)