

Ventura County Commission for Women
RECOGNITION FUNDRAISING COMMITTEE

Committee Report

Date of Report : Report prepared for April 23, 2012 Meeting of VCCW; Mtg held 4/18/2012

Name of Committee: **Recognition Fundraising Committee**

Committee Chair: Elvia Guizar Committee Co-Chair: Ruth A. Funk(not present)

Also in Attendance: Ex-officio member Chair Lee Riggan; Vice Chair Diana Goodrow

Status Report:

- I. Goal (Is it From Planning Document): Plan and Hold the 2013 Recognition Fundraiser
- II. General Overview of Objectives: (includes those proposed or already approved)
 1. Gathering Data Base
 2. Sponsorship development
 3. Venue options
 4. Caterer options
 5. Budget draft
 6. Recognition guidance
 7. Program Agenda
 8. Selection of proposed date – March 2013 – Women’s History Month or July 2013 – VCCW Anniversary (1981-2012)
- III. Activities Completed: (includes any items which were pending from previous month)
- IV. Status of Activities in Progress
 1. The Committee will add to the Data Bank organizations that serve women & girls who will be encouraged to submit applicants for the awards/recognition to be offered by VCCW.
 2. A sponsorship letter will be developed from a current draft and sent to organizations & businesses in the Data Bank.
 3. The Chair will ask VCCF for their approval as the Fiscal Sponsor for our event.
 4. The event may be entitled, “VCCW’s Women Making History Awards Luncheon”
 5. The date will be a March 2013 Saturday (Women’s History Month) not in conflict with the CSUCI event
 6. The Board of Supervisors will be asked to present the awards at the event
 7. The awards will be for women & girls nominated by community/organizations/businesses and selected by the Committee/VCCW
 8. A nomination form will be prepared from a current draft
 9. The location is being investigated among several hotels, two country clubs
 10. A rough budget has been drafted with catering, room, and tickets to be firmed
 11. A list of award categories has been drafted
 12. A plan of action has been drafted
- V. Projects (Describe details of proposed projects).
- VI. Barriers & Revisions to original plans & Committee membership
- VII. Committee Needs: (Describe any needs and suggested solutions for consideration.)
 1. Request of Public Relations Committee assistance
 2. Request assistance of additional Commissioners
- VIII. Recommendations for Commission for Women Consideration (if any)
- IX. Submitted By: Elvia Guizar