



## VENTURA COUNTY COMMISSION FOR WOMEN

# DRAFT

Human Services Agency

4601 Telephone Road, Suite 117,

Ventura, CA 93003

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Ventura, CA 93003

(805) 658-4193

WWW.VCCW.NET

### VENTURA COUNTY SUPERVISORS

#### DISTRICT I

Steve Bennett

#### DISTRICT II

Linda Parks

#### DISTRICT III

Kathy Long

#### DISTRICT IV

Peter C. Foy

#### DISTRICT V

John K. Flynn

### COMMISSION MEMBERS:

#### DISTRICT I

Jiana Goodrow

Janet Barron

Vacancy

#### DISTRICT II

Lee Riggan

Mary Pallant

Karen Peters

#### DISTRICT III

Sharon Hillbrant

Nancy Lee Phillips

Elvia Guizar

#### DISTRICT IV

Jan Lawrence

Shanté Morgan-

Durisseau

Vacancy

#### DISTRICT V

Ina Howard

Deborah De Vries

Carmen Hurd

### Minutes –August 2, 2008

A regular meeting of the Ventura County Commission for Women was held in the Commission office at the Human Services Agency, 4601 Telephone Road, Suite 201, Ventura, on Saturday, August 2, 2008.

**Meeting was called to order at 9:15 A.M. by the Chair.** New recording secretary was present and asked commission members to record the meeting. No objections noted.

**Commissioners present:** Chair Janet Barron, Diana Goodrow, Treasurer Nancy Lee Phillips, Lee Riggan, Correspondence Secretary Shante' Morgan-Durisseau, Karen Peters, and Recording Secretary Carmen Hurd. J. Barron declared a quorum was present.

### Adoption of Agenda

L. Riggan moved the agenda of August 2nd be approved with the deletion of all item 6 of the Executive Committee Report. Motion was seconded and failed 2 – 6 J. Barron asked for motion to approve agenda as presented. Motion was seconded and passed 6 – 2 (Riggan and Goodrow voting no)

### Approval of Minutes

Question of dates from N. Phillips regarding dates listed on the minutes about pot luck gathering on August 30<sup>th</sup> should be August 14<sup>th</sup>. Two corrected dates: July 30<sup>th</sup> forum committee meeting and August 14<sup>th</sup> to be the pot luck and book discussion meeting respectively. Also to correct on page 3 on the minutes, "Write for your Right Event" was tabled for August 2 meeting. S. Durisseau moved for July 12<sup>th</sup> minutes approved as corrected. Minutes adopted.

### Treasurer's Report

N. Phillips reported balance of \$293.32 on the checking account and \$6,536.50 for fund balance. Claire at VCCF was emailed regarding 2006 forum fund and also clarification of \$810.59 raised by L. Riggan. Request from D. Goodrow for a separate report on monies donated for the Commission from the forum. Next treasurer's report will reflect that. Treasurer's report was filed as presented.

### Executive Committee/Chair Report

J. Barron gave available dates per Christine from Terry Sapp's office to discuss MOU. Dates are: September 10, 15, 17, 18, 24 & 25. Commissioners narrowed down to either September 10 or 17.

Structure and format of the agenda will be reviewed according to the Commission's By-Laws and in compliance to the Brown Act. But keeping in mind the process should also be efficient and productive.

The possibility of future Executive Committee meetings may be done by teleconference –if this option is doable and appropriate with the required announcement time and posting. L. Riggan volunteered to research and report.

Barron informed that committee reports must be submitted by email to the recording secretary at least one week in advance of commission meeting. If this is not possible, reports can be submitted on the day of the commission meeting for distribution, and should also notify recording secretary ahead of time to be part of the agenda item.

### **Committee Reports:**

#### *A. Correspondence*

- Message from Lloyd Young thanking VCCW for letter sent and requesting commission's return address.
- Kristin Coleman, Assistant to the Clerk of BOS requesting list of current members of the VCCW. Email: [Kristin.coleman@ventura.org](mailto:Kristin.coleman@ventura.org)
- Dori (unknown last name) looking for assistance with school.

#### *B. Web Page/Newsletter*

- Website is up with new features. N. Phillips provided sample of newsletter. The new design would make communications and maintaining contacts easier. However, Constant Contact cost approximately \$15-\$16/ month. M. Pallant donated \$50.00 to get it started. Host monitoring and maintenance will be reported for approval.

#### *C. Steering Committee:*

- D. Goodrow reported discussion of new organization to be invited in the collaborative preparation for next forum. Planned next –Book Discussion event at Kim Stephenson house on August 14. Next steering committee meets September 11 at 6 pm at Kim's house.

### **Action Items:**

- VCCW collaborative guidelines were approved unanimously and final draft will be formalized by S. Durisseau for distribution.
- Participation of VCCW at the Write for your Right" on August 24 was approved unanimously. Barron, Goodrow, Riggan and Hurd volunteered.
- Leslie H was contacted as possible retreat facilitator and proposed October 4<sup>th</sup> as a possible date. She charges \$850 for the session. Barron will research other possible speakers, dates and funds.
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### **Information/Discussion Items:**

- ACCW to be held in Sacramento on August 22. D. Goodrow urges others to attend with her.
- K. Peters suggested subscribing to the VCCF newsletter as a good source of workshops, training, etc.
- S. Durissea, I. Howard, J. Lawrence, N. Philipps and C. Hurd to work on compiling records and information of women who served as commissioners in the past. I. Howard will coordinate with L. Riggan for information she has from previous contact before calling the clerk of the BOS.

Next Meeting: September 6, 2008 at the Commission office, 4601 Telephone Road, Suite 201, Ventura, at 9am

The meeting was adjourned at 12:13pm

Approved as:  
Printed/                      Corrected

Carmen S. Hurd - Secretary

Attendance  
August 2, 2008

Commissioners	Attendance	Mileage	Hours	Expenses
1. N. L. Philipps	P	75	30	
2. J. Barron	P	10	20	
3.M. Pallant	P	60	7	\$50
4.K. Peters	P	60	8	
5.S. M. Durisseau	P	30	60	
6.I. Howard	P	20	7	17.50
7.L. Riggan	P	60	10	30.00
8. D. Goodrow	P	100	30	200.00
9. C. Hurd	P	6	10	
10 E. Guizar	A			
11. S. Hillbrant	A			
12. J. Lawrence	A			
13. D. DeVries	A			
	9	421	182	297.00