

MINUTES

September 16, 1986

FRIENDS OF THE COMMISSION FOR WOMEN

Call to order: 7.40 p.m.

MEMBERS PRESENT: Lee Anderson, Anne Fischer, Paula Osterbrink,
Priscilla Pike, Isabel Wright

GUESTS PRESENT: Jeanine Faria, Sandy Ryder, Martha Baskerville, Lila
Trachtenberg, Martha White.

MINUTES; The minutes of the meeting of August 26 were approved as written.

CORRESPONDENCE: A letter from Kathryn Swanson, Director of Women's
Programs at California Lutheran University was read asking for
the sponsorship and participation of the Friends in Creative Options
Day on March 7, 1987 on the CLU campus.

MOVED by Ann, seconded by Priscilla that the Friends co-sponsor and
participate in Creative Options Day.

TREASURER'S REPORT: Ann stated that the balance on hand was \$2,236.12.
\$10.00 had been paid to Laurie White for typing the flyer, and \$22.00
for the post office box. Cheques had been received in the amount of
\$2520 for patron tables for the banquet (Sunkist \$1200, \$720 Ray
Clayton's company, and \$600 from the law company of Eskin and Jackson).

MEMBERSHIP: A report was read from Sarah. The mailing list for the
Banquet had been assembled and there were approximately 1200 names.

MOVED by Paula, seconded by Isabel that a cheque in the amount of
\$264 be given to Martha Baskerville to cover the mailing costs.

Sarah was meeting with Judy Kapko to discuss a plan for registration
at the Banquet. Volunteers to address the invitations were being sought.

NAME TAGS, BUTTONS: Directors name tags were distributed. Paula reported
that these had cost \$37.10. The cost of the buttons was \$503.50
of which \$200 had already been paid, leaving a balance of \$303.50
owing.

MOVED by Priscilla, seconded by Isabel that a cheque be made out to
Conejo Trophies to cover the name tags and buttons for the sum of
\$340.60.

BANQUET REPORTS:

Members agreed that there be a maximum of 50 tables allocated as
follows:

- 15 corporate sponsors (maximum)
- 7 individual patrons
- 25 regular attendees
- 3 awardees.

Priscilla reported that the arrangements for the decorations were
under control. It was agreed that corsages would be given to
awardees, Commissioners, and members of the Friends Board, using
three different colors for each group (white for the awardees).
Sarah would be responsible for the name tags for awardees and
patrons. The Friends agreed to be at the Westlake Plaza Hotel by 3 p.m.

PUBLICITY: Sandy Ryder reported on the problems that had arisen with obtaining photographs of awardees in time to meet press deadlines.

MOVED by Isabel, seconded by Paula that the Friends pay any extra expenses necessary to get the photographs to the press on time.

Sandy discussed with the Friends the publicity she was obtaining for the Banquet. Letters are being mailed to politicians throughout the County.

Paula reported that the article on the Banquet reporting on its occurrence will appear in the Westlake Plaza Hotel's December magazine.

FLYERS: Flyers advertising the Banquet were given to members to distribute.

INVITATIONS: Lee reported that 1800 invitations had been printed at a cost of \$365.370. She was also arranging for the printing of the programs for the Banquet.

COMMISSION REPORT: The responsibilities of Commissioners for the awardees before the dinner and throughout the program were discussed with Martha White. Easels publicizing the achievements of the awardees were suggested.

MARGARITA CORRAL: Lee reported that Margarita was entering hospital for surgery.

MOVED by Priscilla, seconded by Paula that flowers be sent to Margarita with best wishes from the Friends for a speedy recovery.

BY-LAWS: It was agreed that the meeting on November 18th be devoted to
1) a review of the banquet
2) discussion and revision of the by-laws

ANNUAL MEETING:

MOVED by Priscilla, seconded by Ann that the Annual Meeting be held on December 2nd.

NEXT MEETING: The next meeting will be held on Wednesday, October 22nd, at 7.30 p.m. at 2220 Ventura Boulevard, Camarillo.

ADJOURNMENT: The meeting was adjourned at 10.10 p.m.

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