



Ventura County Professional Women's Network

Post Office Box 6329 • Oxnard, California 93031
(805) 656-6011

DETAILS:

CALL TO ORDER: President Shirley Lorraine called the meeting to order at 6:20 pm

PLACE: Cypress Place, Ventura, CA

PRESIDING: The President

ATTENDANCE: Quorum

PRESENT: SHIRLEY LORRAINE, ALISON BALTER,, SHEILA LOWE,, LAUREEN LAZZARO, LISA ROSS ,ANNA KITTLESON, MARY SULLIVAN, , INGRID CABRAL, CAROL POWELL

GUESTS ATTENDING: NONE

Minutes Of The Previous Meeting: approved

Summary of Action Items Discussed at This Meeting:

- A motion to increase the budget of the "Wind Beneath My Wings" event to \$125 passed
- Denise is out of state due to family emergency so meeting RSVP's should go to Shirley for February only.
- Don Williams has resigned as Publicity Chairmen. His resignation was accepted with regret.
- The women's business conference has been postponed for this year.
- The "Spirit of Networking" Award nomination forms will be available at the February meeting.

President's Report At the last meeting, Shirley's husband Jim had the hostesses introduce the guests at their table. The board agreed it was a nice gesture and will suggest to Mary Gabriels that it be continued. After conferring with Lisa it was decided that the women's conference will be postponed until next year and we will focus on the 25th anniversary this year. The silent auction will be held in March instead of February. Shirley informed us that due to family emergency Denise is back in Illinois. A discussion was held regarding invitations being mailed in addition to e-mails as a way to increase attendance It was suggested we use postcards offered

through the post office. Sheila & Shirley will work jointly on this beginning with the February meeting.

Special Projects Report Marlene was absent

Executive Secretary's Report: Denise's uncle is terminally ill, therefore, she has flown back to Illinois Her daughter is checking RSVP's, e-mails & mail. During hr absence there will be no e-mail blasts. There is a possibility she may not be at the February meeting.

Director of Membership Report: Ingrid was pleased with the number of guests we had at the last meeting. Jim Spencer's guest will be filling out an application. Two new members inducted When introduced they did not get a member connection so Ingrid will follow up. Forms for the Spirit of Networking Award will be available at the next meeting

Focal Points Sheila requested articles be contributed.

Director of Hospitality Report: Mary absent due to death in the family,

Director of Networking: Carol feels that the networking amongst members is working. The list in Focal Points re who they've done business with was impressive.

Director of Mentoring: Pam was absent

Director of Public Relations: Don has resigned. Shirley has someone who may be interested in the position so will approach them before going to the general membership.

Director of Membership at Large: Lauren busy helping everyone out

Director of Hospitality – Mary was absent

President-Elect: Lisa handed out an updated program and meal plan. She's still in need of a few meeting sponsors. Session planning forms were handed out to board for completion. To date Lisa has not received an completed speaker packets. She will mention it again at the meetings.

Past President: Alison has received three submissions for the Wind Beneath My Wing Award and can still receive

them up until next week. Discussion was held regarding whether to award the nominee and nominator. It was decided to award both and it will remain a surprise for both parties. Alison made a motion that her budget for this event be increased to \$125, Lisa Ross seconded and the motion carried, Alison will purchase a gift from "Things Remembered." with an inscription for the nominee and a generic gift certificate will be given to the nominator. Alison will be forming a nominating committee consisting of the Immediate Past President, President Elect, a Board Member and 2-3 general members. Nominations will be announced in March, elections held in April, and installation in May. As chairman of the committee Allison has authority on how she wants to handle the meetings/procedures. She will make an announcement at the February meeting that nominations are open.

Director of Finance: Mary presented the financial reports for November & December. We currently have 7,081.92. She is working with the accountant to prepare the 1099's and end of year tax reports. She asked board members to submit their receipts. Kudos were given to Mary for her "readable" reports.

Tabled items:

There being no further business, the meeting was adjourned at 7:50 pm.

NEXT BOARD MEETING:

Wednesday, February 28
6:00 PM

Cypress Place Senior Living

Minutes submitted by Anna Kittleson, Recording Secretary