



Ventura County Professional Women's Network

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**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, , MARLENE HERMAN, CAROL POWELL, DENISE LAWRENCE, MARY GABRIEL, INGRID CABRAL

**GUESTS ATTENDING:** NONE

**Minutes Of The Previous Meeting:** approved

**Summary of Action Items Discussed at This Meeting:**

- 25<sup>th</sup> Anniversary celebration to take place at May dinner meeting.
- A motion to transfer \$1,000 from savings account to the checking account was passed.
- The proposed slate of officers will be announced at the March meeting with nominations taken from the floor.
- "Girls Just Want to Have Fun II" is scheduled for May 12.

**President's Report** Shirley will be organizing the 25<sup>th</sup> anniversary celebration. . Will ask Navigators to speak and wants to create a DVD of memorabilia. Invitations will be mailed to all members. It was suggested that "Goody Bags" be at each place setting. Contributions are welcome. Laureen will talk to Joy Sakata regarding chocolates. Marlene will contact local bakeries regarding cake prices. Denise will look into badges and will provide the board with a list of member anniversaries.

**Special Projects Report** Marlene is preparing for the silent auction at next month's meeting.. She is in need of help with auction at 4:30 due to her work schedule. Board

members have offered to assist. "Girls Just Want To Have Fun" is set for Sat., May 12. It was suggested that flyers be available at the March and April meetings.

**Executive Secretary's Report:** . Denise announced we have three new members.

**Director of Membership Report:** Ingrid has been contacting members whose memberships are expiring. No responses..received to date. Laureen gave some suggestions which had been used in the past. Membership is at 97. The three new members will be installed at the March meeting.

**Focal Points** Sheila thanked the board for allowing her to speak at the last meeting. We have three new advertisers at \$75 each. The winning essay for Wind Beneath My Wings will be in the next edition. The deadline for submissions is March 15 and it will go out by April 1.

**Director of Network** Carol purchased gifts for the award winners at Things Remembered.

**Director of Mentoring:**

**Director of Public Relations:** position currently vacant

**Director of Membership at Large:** Laureen will be assisting Marlene with the silent auction. She reminded everyone that she is available to help at meetings in whatever capacity is needed. She also suggested that at the end of the term the board provide a gift for our cook and server at Cypress Place to express our appreciation. The board members agreed to each make a personal donation towards a gift for the kitchen.

**Director of Hospitality** — Mary is prepared for the Ventura Chamber Connection Breakfast on Friday.

**President-Elect:** . Lisa asked for board feedback regarding service from the Wedgewood. She is working on a nominating committee with Allison Balter. She announced that June & July were available for sponsorships which prompted Alison to sponsor June.

**Past President:** Nomination committee meeting will be next Tuesday. Alison would like another participant from the general membership-. They will have a proposed slate of officers by the March meeting.. Nominations from the

floor will be taken at the March meeting.. Nominations will be announced in e-mail blast after the March meeting with voting taking place in April.

**Director of Finance:** Mary presented the treasurers report and requested that an additional \$1000 be moved back into the checking account from the savings account as a “cushion”. A motion was made by Alison to make the transfer and it was seconded by Marlene. Motion passed. She has DVD’s available of Sheila and Alison’s presentations at the last meeting. Discussion was held regarding future recordings of our speakers on DVD’s and having them available for purchase. It was tabled for further discussion.

**Tabled items:**

DVD Recordings of future speakers.

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

***NEXT BOARD MEETING:***

**Wednesday, March 28**

**6:00 PM**

**Cypress Place Senior Living**

Minutes submitted by Anna Kittleson, Recording Secretary