



Ventura County Professional Women's Network

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

CALL TO ORDER: President Carol Powell called the meeting to order at 6:30 PM

PLACE: 170 Dahlia Way, Ventura, CA.

PRESIDING: Carol Powell

ATTENDANCE: Quorum

PRESENT: Carol Powell, Sheila Lowe, Lisa Ross, Laura Parson, Barbara Marquis, Tea Silvestre, Jim Nicoll, Phyllis Brown, Laureen Lazzaro, Rita Frayer,

GUESTS ATTENDING: none

Minutes of the Previous Meeting: Approved as submitted.

President's Report: Carol Powell suggested we adjust our board meeting time to earlier. She requested a 6pm time and it was approved.

President Elect: Sheila Lowe had nothing to report.

Immediate Past President: Lisa Ross had nothing to report.

Director Special Events: Laura Parson reported that our Feb.12 dinner meeting auction went very well showing a \$919 profit for the club.

Director Networking: Alison Balter requested approval of a \$299 investment to have Rick build a better web site for VCPWN. Rick will be adding a member directory. Alison will develop a form for members to fill out with information for this listing.

Director Hospitality: Laura Parson had nothing to report.

Public relations: Barbara Marquis requested a board photograph be taken at the earliest possible time when all members are present. It was suggested this be done at the April meeting.

Focal Points Editor: Tea Silvestre had nothing to report.

Director of Membership: Jim Nicoll asked the board to review the method of following up on visitors. It was suggested that whomever mans the registration desk keep a record of visitor's business cards emails and comments. Passing on that information to Laura Parson who will then email this information to the Board for follow up purposes.

It was also suggested that Jim form a committee of Navigators who will help him with follow up. DW Alliance will be ask to cease the practice of intermittently sending renewal notices.

Instead Barbara Marquis will be sending email

renewal notices phone calls and card follow-ups. It was also suggested that a breakout meeting be held to discuss how to build membership.

Director of Finance: Rita Frayer passed out to board members the following report: Cash flow statement ending January 31,2009.

Checking ending balance \$2121.71.

Savings ending balance \$4,310.19.

Rita received approval to pay the State Farm insurance. The Chamber of Commerce annual dues were found to not be correct for a Non-Profit. Rita will be requesting an adjustment on that billing. The \$75 PAC donation will be removed for this year's membership.

Member-at-Large: Laureen Lazzaro volunteered to work at the registration desk TFN.

Director of Mentoring: Alison Balter had nothing to report.

Recording Secretary: Phyllis Brown was ask to prepare a "hot sheet" for each dinner meeting. Rita Frayer will supply the attendance information.

Old Business: none

New Business: The Women's Expo March 13-15, 2009 will have a VCPWN booth that needs manning by members. A schedule was given and board members signed up for times to man the booth.

Tabled Items: none

There being no further business, the meeting was adjourned at: 8:00 PM

Minutes submitted Recording Secretary: Phyllis Brown

NEXT BOARD MEETING:
Thursday March 19, 2009
6pm at the home of Sheila
Lowe, 170 Dahlia Way, Ventura