

# Los Altos/Los Altos Hills Joint Volunteer Awards Committee (JVAC)

## Meeting Minutes

**Meeting Date:** April 8, 2019

**Attendees:** Dennis Young, Sandy Mingia, Morvari Ahi, Cheryl Caligaris, Laurel Iverson, Donald Mattson, Benjamin Gikis, Kathy Mandle

### Minutes:

- Establish a quorum – Roll Call
- Public Comments
  - o None
- Approval of minutes of last meeting
- Introductions of all members
  - o 3 new members: Cheryl Caligaris, Laurel Iverson, Kathy Mandle
- Review of committee responsibilities
  - o Brief discussion of each category of responsibilities
    - Review of all tasks - Action Items for each below
    - Discussions on:
      - How to increase pool of nominations
      - Ideas for luncheon guest speaker
      - Review streamlining the submission process
      - Ideas for future fund raising
- Assignment of responsibilities

Chair (LA)	Dennis Young
Vice Chair (LAH)	Sandy Mingia
Secretary	Kathy Mandle
Webmaster & PayPal	Morvari Ahi, Kathy Mandle
Social Media Coordinator	Patty Radlo, Sandy Mingia
Nomination/Sponsor Coordination	Cheryl Caligaris, Laurel Iverson, Donald Mattson
Communication Coordinator	Cheryl Caligaris, Sandy Mingia
Treasurer & Poinsettia Fundraising	Benjamin Gikis
Badges & Seating Coordinator	Benjamin Gikis, Donald Mattson
Wine Donation Coordinator	Dhana Pawar
Videos of Attendees	Morvari Ahi

### **Action Items:**

- All members:
  - o Review Bi-Laws to determine if they need to be changed
    - Review individually
    - Special meeting set up to discuss as a group if needed: June 10<sup>th</sup>
  - o Social Media ideas to expand pool of nominations
    - Bring ideas for expanding the call for entries
      - Facebook groups and Next Door were discussed
  - o Guest Speaker – bring ideas for candidates to Sept Meeting
    - Bring ideas for expanding the call for entries
      - Facebook groups and Next Door were discussed
  - o Fund Raising possibilities – bring ideas for possible fund raisers
    - In the past, Poinsettias used as table dressing & sold after luncheon
  
- Sandy Mingia:
  - o Send Bi-Laws to all members
  - o Send grid used for past award selection
  - o Send Program changes to Cheryl Caligaris

### **Future Meetings:**

- June 10 to discuss bi-laws – if determined to be necessary
- September 16
- October 14
- November 4
- November 11 – if needed