



Camarillo City Hall, Administrative Conference Room
601 Carmen Drive
Camarillo, CA 93010

Minutes

Tuesday, September 23, 2014 at 3:00 pm

1. The special meeting of the Camarillo Council on Aging was called to order by Chair Karen King at 3:00 p.m.
2. **ROLL CALL**
Karen King, Chair - Present
Todd Terres, Vice Chair – Not Present (Arrived after Roll Call Taken)
Jay Evans, Secretary – Present
Lois Marcus, Treasurer – Present
Lynn Jones, Member – Present
3. **PLEDGE** – Lois Marcus led the pledge.
4. **AMENDMENTS TO THE AGENDA** – None.
5. **PUBLIC COMMENTS – NON AGENDA** - None
6. **REVIEW OF BY LAWS AND GOAL SETTING**
 - A. By Laws
 1. Creating Resolution 78-171 – Jeffrie Madland, City Clerk reported that given the age of the Resolution. the extent of the By-Laws revisions and possible current revisions the City Council may choose to update the Resolution creating the Council on Aging.
 2. The following Article/Sections were identified and discussed for possible revision:
 - a. Article III/ Section 1 – elected in May but term begins in July.
 - b. Article III/Section 3 – three (3) unexcused absences
 - c. Article III/Section 4 – Advisory Group (Todd Terres to send to Executive Board member a copy of letterhead listing Advisory Group).
 - d. Article IV/Section 1 – number of meetings per year
 - e. Article V/Section 4 – two signatures required for checks over \$500, requires addition of 3rd signature to back account.

Jeffrie Madland offer to prepare a redline copy of the By-Laws for consideration at the next regular meeting.

B. Goal Setting

1. Up Date of CCOA Website and Report on Use of City Tax ID

- a. Jeffrie Madland reviewed the changes that had been made to web page including Important Number link and explanation on how the web addresses in the Resource Guide are linked.
- b. Jeffrie Madland explained the City's tax identification number could be used for specific donations and the donation would be tax deductible. CCOA sponsoring a fund raising event such as a breakfast or wine tasting could not use the City's tax identification and the money raised would be deposited in the CCOA account.

2. Fund raising activities to consider.

Karen King explained her research and provided the following possible activities: 50+ surfing tournament, 5K – 10 K run/walk, senior walk, open mike night, theme wine/food pairing, pickle ball tournament.

3. Sponsoring of programs

Karen King suggested the following programs for consideration and further research: mentoring seniors in high school, seniors in high school helping seniors, partnering with PVRPD for more congregate meals and new programs, volunteer driver program, shopping service for seniors, leadership training program, speakers program.

4. Community needs assessment

Jay Evans presented information regarding partnering with VC-AAA who was planning a needs assessment. The timetable would be: Oct – Nov survey development, Dec-Jan data collection, Feb –Mar data input and analysis, Apr – May reporting conclusions. VC-AAA would provide results for Camarillo zip codes. CCOA would partner by providing input on survey tool and promoting the completion of the survey in the community.

5. Establishment of Ad Hoc Committees

After discussion it was suggested that the goals for the current year broke out into four areas and Ad Hoc Committees of two Executive Board members each would be formed to continue to work on each area. Suggested assignments were as follows:

Community Needs Assessment – Jay Evans and Lois Marcus
Community Volunteers – Karen King and Lois Marcus
Educational Forums – Todd Terres and Lynn Jones
Advisory Council – Karen King and Lynn Jones

Establishment of Ad Hoc Committees will be considered and acted on at the next regularly scheduled meeting.

12. ADJOURNMENT

- Secretary Jay Evans moved to adjourn the meeting until October 21, 2014 at 3:00 p.m.
- Member Marcus seconded the motion
- Aye – King, Terres, Evans, Marcus, Jones

Respectfully submitted,



Jay Evans
Secretary
Camarillo Council on Aging