



Pleasant Valley Recreation and Parks District
1605 E. Burnley Street, Room 1
Camarillo, CA 93010

**Minutes – Regular Meeting
Tuesday, November 18, 2015**

1. **CALL TO ORDER:** The regular meeting of the Camarillo Council on Aging was called to order by Chair Lynn Jones at 3:08 pm.

2. **ROLL CALL**

Marlynn Block – Member -Present

Jay Evans, Secretary – Absent

Lynn Jones, Chair –Present

Arlene Miro, Vice Chair – Present

Karen Swisher – Treasurer – Present

3. **PLEDGE** – Marlynn Block led the pledge

4. **AMENDMENTS TO THE AGENDA** – None

5. **PUBLIC COMMENTS** –

Melvin Leisten introduced himself and indicated he was attending the meeting to learn more about the Camarillo Council on Aging

6. **CONSENT CALENDAR**

- Council Member Jones moved that the minutes of October 20, 2015 minutes be approved with the Treasurer's Report received and filed as submitted.
- Council Member Miro seconded the motion
- Aye: Block, Jones, Miro, Swishers Absent: Evans

7. VERBAL LIASON REPORT

A. CAMARILLO HEALTH CARE DISTRICT

Lynn Jones reported about the November 19th Mindfulness training. Also shared flyers for Thanksgiving week activities. Congratulations to the Camarillo Health Care District. The District was awarded 1st place for the State Innovative Program of the Year for Health Care.

B. CITY OF CAMARILLO

Jeffrie Madland was pleased to announce the check for \$3,840 was received for the shredding event. Treasurer Karen Swisher will deposit.

C. PLEASANT VALLEY RECREATION AND PARK DISTRICT – No report.

D. VENTURA COUNTY AREA AGENCY ON AGING – No report.

8. OLD BUSINESS

A. Transportation Panel Presentation

- a. Marlynn Block provided a media list to the council for use in advertising our Panel Presentation and other events. The list consisted of: kind of Media, contact name, phone number, e-mail, notes, changes/NC, closing information and date of final delivery of product. This list is an invaluable piece to information which will be used in other activities as well.. Thank you so much, Marlynn. Tasks were established for each member.
- b. Other distribution areas were added to the discussion. Jeffrie will find out more information: Camarillo Springs Mobile Park and other Mobile parks. Senior Housing areas were also to be added to the list.
- c. Flyers will be sent to the area elected officials and to Hannah-Beth's office. Jeffrie will handle this.
- d. Chair Lynn Jones will be interviewed on the Camarillo City Scene
- e. Members agreed to schedule a Special Meeting on January 7, 2016 at 3:00 pm to finalize preparation for presentation on January 28, 2016.

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B. Resource Guide Update

- a. Arlene Miro shared quotes from four different Print Shops for the new Resource Guide. The four were: Commander Printed Products, Sir Speedy, Ventura County Office of Education and Staples. Each quote was based only on the printed product, NOT on set up, layout, etc. It was decided to find someone with graphic design experience to help with the set-up. The Endesign computer program was discussed as a usable tool for layout. All were tasked with finding out more about the program.
- b. Arlene will thank the companies who gave quotes.
- c. Arlene will ask at CSUCI about student help in graphic design. Lynn will follow up on Endesign.
- d. The council agreed that the guide should be ready for distribution by May.
- e. Lynn and Arlene have been meeting to update what is in the present guide—add or remove information.

C. Holiday Gift Bags Update

- a. A special meeting will be called on December 17th at the Health Care District in order for the members to assemble bags with goodies for homebound seniors on the meal delivery program.
- b. So far, we have magnifying cards and calendars. Karen will concentrate on bags and tissue paper.

9. NEW BUSINESS

- A. Discuss Ad-Hoc Committee Assignments – Postponed to the next regular meeting

10. AD HOC COMMITTEE REPORTS

- A. Community Needs Assessment – No update.
- B. Community Volunteers – No update
- C. Education Forums – See Item 8 A.

D. Advisory Council - No update.

11. BOARD COMMENTS - None

12. ADJOURNMENT

There being no further business, Chair Lynn Jones adjourned the meeting at 4:50 pm

The next scheduled meetings are: Special Meeting on December 17, 2015
Special Meeting on January 7, 2016
Regular Meeting on January 19, 2016

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Arlene Miro", written over a horizontal line.

Arlene Miro