



Minutes

VENTURA COUNTY PROFESSIONAL
WOMEN'S NETWORK
LEADERSHIP TEAM MEETING, JUNE 17,
2010

IN ATTENDANCE: Sheila Lowe, Jim Nicoll,
Linda McCarthy, Gale Dyson, Rita Frayer,
Shirley Jones-Snyder, Shirley Lorraine, Mary
Gabriels and Darian Taylor

ABSENT: Gloria Miele and Karen McGraa

President Sheila Lowe called the meeting to
order at 6:45 at her home. The minutes of the
May meeting were approved as read.

REPORTS

President – Sheila Lowe

Sheila reported that the website has been updated
per discussions at the previous meeting.

President-Elect – Shirley Lorraine

July meeting will be Hawaiian dress and that
needs to be added to the website, flyer and PR.
It was suggested to have leis on the tables. Mary
G. will do additional Hawaiian decorations as
well. We need a sponsor the August meeting
which will be the networking meeting.
September will be Dr. Lexie Welanetz speaking
on “Undoing the do-aholics”. October is the
expo, November they want a woman in the
military as speaker and it is Silent Auction that
night. January will be Dr. Priscilla Partridge
DeGarcia.

Finance – Rita Frayer

The Cash Flow Statement was passed out as well
as the Profit & Loss Statement for 2009-2010.
Since there was over \$4,000 in the checking
account, it was approved to take \$1,500 and put
it into Savings. Rita will e-mail Jim Nicoll an

invoice for \$80 for the Wine Tasting tickets and
vendor table. Kathleen Miles will audit the
books again this year, however, she will charge
\$200 instead of the \$100 she charged last year.
Linda McCarthy moved and Mary Gabriels
second this expense and it was approved.

Special Events – Mary Gabriels

Preparing a list for the Expo and working with
Karen on this. Mary said there was a Business
Expo on June 24th being put on by the Chamber
that she will be attending to see how they do it.
She also reported her change of address to 411
So. G St. Last, she said she would contact
Wedgewood to alternate having cookies one
month and ice cream the next for dessert.

Hospitality – Gale Dyson

Gale asked what questions she would include for
the various speakers in the hostess packets.
Shirley L. said she would provide those to Gale.
Gale also reported that the hostess folders were
getting a little “tattered” and was told she could
purchase new ones and give the receipt to Rita
for reimbursement.

Membership – Linda McCarthy

Linda will get with Jim to see how to set up the
membership table. Sheila will send an electronic
membership list to Linda and rest of leadership
team. Linda asked for other volunteers to help
with membership. Several people were suggested
and Linda will call them. A discussion about
extending the two year special membership
followed and it was determined that the two year
special will continue until Dec. 31, 2010 and
then be revisited. Shirley Lorraine moved, Linda
McCarthy seconded and it was approved. Linda
asked if old member information was necessary
to keep or could it be shredded. Shirley Jones-
Snyder will take care of getting the items
shredded. Shirley S., Shirley L. and Sheila will
go to storage and clean out and get the items
ready for shredding and get documentation it has

been shredded. Linda will check with Jim on new member orientation script and revise as necessary. She will also get the roll-up sign from Jim and bring it to the meetings each month.

Mentoring – Gloria Miele

No report.

Networking – Karen McGraa

Not present, but sent an e-mail to Sheila suggesting that we get a large screen for the speakers – which is available from the Wedgewood – and suggested getting a lavalier microphone for the speakers. Shirley L. will do research and price the mike and report back to the LT. Karen mentioned videos in her e-mail and it was suggested that she present that idea when she comes to the next meeting.

Publicity – Shirley Snyder

Reported that VCPWN has been approved by nine publications for publicizing our meetings and events. KCLU wants to come to one of our meetings and it was suggested that they may want to be a sponsor at that meeting they attend.

Member at Large – Jim Nicoll

Left at 6:40 so no report.

New Business

Shirley S. presented a business card box which would be for members only to put a “stack” of their business cards in for people to have access to. It was determined to file them by first name only and not three different names, i.e. first, last, and company name. Shirley S. was donating this box to VCPWN. Hospitality will handle the box and it will be announced at the next meeting for members to bring extra business cards to be included in the box.

Sheila reported that a Georgina Pandelli wanted to advertise on our website and pay \$100 a year to do this. It was a unanimous decision – NO.

The meeting adjourned at 7:55 p.m. The next meeting will be held on Thursday, July 15th at 6:00 p.m.

Respectfully submitted,
Darian Taylor, Secretary