

**Minutes of the
Carlsbad Community Volunteer Network
Advisory Board Meeting
San Jose Senior Center
2814 San Jose Blvd.
Monday February 1, 2016 12:00 PM**

Voting Members Present:

Jim Grantner	Member
Dora Cota	Member
Fred Cota	Member
Lionel Munoz	Member
Olivia Castillo	Member

Voting Members Absent:

Julia Williams	Member
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Ex-Officio Members Absent:

Dale Janway	Mayor
Steve McCutcheon	City Administrator

Others Present:

Yanira Gonzales	CCVN Coordinator
Natie Saiz	Assistant Coordinator
Wanda Ortiz	Guest

1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Roll call of those present was taken by the Chairperson Jim Grantner. It was determined that a quorum was present. The meeting was called to order at 12:00 p.m.

2. APPROVAL OF AGENDA

The motion was made by Lionel Munoz and seconded by Fred Cota to approve the agenda of February 1, 2016.

The vote was as follows:

Yes- Dora Cota, Fred Cota, Lionel Munoz, Jim Grantner, Olivia Castillo.

No-None.

Absent-Julia Williams.

3. APPROVAL OF MINUTES OF THE JANUARY 4, 2016 REGULAR MEETING

The motion was made by Olivia Castillo, seconded by Lionel Munoz to approve the minutes of January 4, 2016 regular meeting.

The vote was as follows:

Yes- Lionel Munoz, Dora Cota, Fred Cota, Jim Grantner, Olivia Castillo.

No-None

Absent- Julia Williams.

4. APPROVAL OF MONTHLY MEETINGS DATES AND TIMES

Meetings will be the first Monday of each month at 12:00 noon.

The motion was made by Fred Cota, seconded by Olivia Castillo to approve the monthly meetings dates and times and keep them the same.

The vote was as follows:

Yes- Lionel Munoz, Fred Cota, Dora Cota, Jim Grantner, Olivia Castillo.

No-None

Absent- Julia Williams.

5. CONSIDER APPROVAL OF COORDINATOR'S REPORT

- Mrs. Gonzales, CCVN Coordinator will start making plans for the annual recognition dinner to assure that a place will be available.
- Mrs. Gonzales, CCVN Coordinator and her Assistant Ms. Saiz will attend a meeting with American Legion volunteers to sign them up with the CCVN Program.
- Discussed the December 2015 monthly report and commented on the number of volunteer hours and activities that occurred for the month.

The motion was made by Lionel Munoz, seconded by Fred Cota to approve the coordinator's report.

The vote was as follows:

Yes- Lionel Munoz, Fred Cota, Dora Cota, Jim Grantner, Olivia Castillo.

No-None

Absent- Julia Williams.

6. COMMENTS AND QUESTIONS FOR DISCUSSION ONLY-NO ACTION MAY BE TAKEN

- The Advisory Board comments were to continue to do all publicity for the CCVN Program. Jim commented that the volunteers had been trained and ready to start work on income taxes this Wednesday.

7. ADJOURN

With no further business to discuss, Fred Cota moved that the meeting be adjourned and seconded by Olivia Castillo.

The vote was as follows:

Yes-Lionel Munoz, Jim Grantner, Dora Cota, Fred Cota, Olivia Castillo.

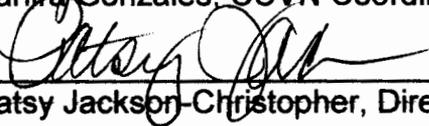
No-None

Absent- Julia Williams. Meeting adjourned at 1:00 p.m.

Minutes approved on behalf of the Board of Trustees by:

 Date 3-7-16
Presiding Officer

 Date 3-7-16
Yanira Gonzales, CCVN Coordinator

 Date 3/11/16
Patsy Jackson-Christopher, Director Arts & Culture