



Los Altos/Los Altos Hills  
2024 Joint Volunteer Awards Committee  
Meeting Agenda- 7:00 PM  
Monday, April 29, 2024  
Meeting Room at the Town Crier

1. Establish a Quorum – Roll Call
2. Public Comment
3. Approval of Minutes from last meeting
4. Get updates on potential speakers, venues and menu, event timing, attendee registration and payment options
5. Discuss plans for AV's and awardee presentation rehearsal
6. Discuss responsibilities and assignments in light of membership changes
7. New business
8. Adjourn

## JVAC Minutes March 11, 2024

Present:

Laurel Iversen	Lindsay Carpenter
Kelly Davis	Rebecca Lowell
Dennis Young	Don Mattson

Call to order at 7:05 p.m. by Laurel Iversen acting on behalf of Sandy Mingia who is ill. No members of the public are present. There is a quorum.

Minutes from the January 22, 2024 meeting were moved to approve by Don, seconded by Rebecca, motion passed.

Financial results from last year were discussed. Costs went up, attendance was less, (perhaps due to fewer awardees) and we didn't break even but lost \$3115.04.

Possible venue sites, reducing expenses, and alternative times were discussed. We charged \$55 last year and would like to keep the cost the same for 2024. Discussed pros and cons of Eventbrite and taking reservations without using them. Suggested doing event around 4:00, with wine and appetizers instead of a lunch. Suggested looking into caterers for hot lunches or appetizers.

Lindsay will contact Mary Jo Price at Community Center to see if date can be reserved in advance for our event and times room available. Dates suggested were December 6 or 13, 2024. Kelly looking into payment options, Rebecca will investigate appetizer costs and vendors while Laurel will investigate changing the bylaws to state "event" and take out the word "luncheon" thereby giving the committee the option to change the time of our event to late afternoon.

Speakers were discussed. Laurel will check with Aden Miller from the MVLA Community Foundation to see if he would be willing to speak.

Confirmed that Dennis will do the marketing, Sandy is Chairman, Lindsay is Secretary and Nominating will be Laurel, Rebecca, Don, Sumitra, and Lakshmi. If Jenny is leaving, Sumitra will take over reservations. We need an Ad hoc committee to investigate non-profits that should be involved in

nominating awardees for 2024. Laurel will confer with Sandy and come up with a committee.

Meetings for future: April 29th, 7:00, at Town Crier, June 3, 7:00, at Town Crier

Laurel adjourned meeting at 8:00 p.m.

Respectively Submitted,  
Lindsay Carpenter  
Secretary JVAC