

LOS ALTOS/LOS ALTOS HILLS
Joint Volunteer Awards Committee Meeting Minutes
7:00 p.m. Monday, October 24, 2022

1) Establish a Quorum – Roll Call

Present: Cheryl Caligaris, Laskhmi Ramgopal, Dennis Young, Don Mattson, Anita Enander, Sandy Mingla, Linda Swan, Laurel Iverson, Rebecca Lowell, Ben Gikis

2) Public Comment - none

3) Approval of Minutes from September 12, 2022 meeting - no changes and minutes were approved

4) Status for new committee member – LAH - no candidates found to date

Rita Patel is resigning due to unforeseen family issues, so we will also need another member for LAHills

5) Review of candidates and Voting for nominations:

There were many qualified volunteers nominated for the awards this year. After the ranking by the commission and utilizing the formula outlined in the bylaws, the commission decided on 9 winners for this year's awards. Emails to the nominators and calls to the winners will be made this week.

6) Selection of 2022 honorees:

Ann Duwe

Cindy Hill

Deborah Baker

Edward Taft

Frank Verlot

Maria Liu

Michele Barnett Gaskill

Steve Apfelberg

Sue Welch

7) Review Speaker and Venue readiness for luncheon: Rebecca will reach out to Shobana Gubbi for a bio and headshot to be uploaded to the website. Laurel has been in touch with the hotel and everything is set.

8) Audio/Video plan and detailed assignments:

Rebecca will offer to assist the organizations with winners to create 2-3 minute videos to be played at the luncheon. It would be helpful to have access to previous videos as an example.

Cheryl and Dennis will coordinate and place luncheon ad in TC.

Cheryl and Jenny will update previous program and get to proof readers. Anita will help proof read.

Sandy will work with Jenny to get Plaques designed and ordered.

Jenny will monitor ticket sales.

Laurel will coordinate informing elected's.

Don will inform the awardee's.

Sandy and Dennis are working on the wine donations.

Ben and Don will coordinate Poinsettia pick up and sales

9) Set date for next meeting:

Monday, November 21 at 7:00 p.m. on Zoom

10) New Business: the Commission has \$5,821.56 in the bank after receiving checks from both cities for the event

Ticket sales will need to be opened soon on Eventbrite. New banking information will need to be given to Jenny for that process. Sales will close on Monday Nov. 21.

11) Adjourn: 8:20 p.m.