



MEETING AGENDA

**March 16, 2026 - 7:00 PM
In Person**

IN-PERSON PARTICIPATION: Members of the public may participate in-person at the Los Altos Community Center located at 97 Hillview Ave., Los Altos, CA. Manzanita Room.

PUBLIC COMMENT: Public comments can be made verbally, or in-person during the meeting.

Public comment will not be taken via Zoom or telephone.

AGENDA

ESTABLISH QUORUM

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

1. **Approval of Meeting Minutes - Approve Draft Special Meeting Minutes of January 26, 2026**

COMMISSIONERS' REPORTS

2. **Final Finance Report for 2025 Event**

DISCUSSION ITEMS

3. **Confirmation of Assignments:**
 - a. **Reservations Chair: Sumita**
 - i. **Name Badges: Karen**
 - b. **Catering - Party Helpers: Laura, Lindsay, Archana**
 - i. **Party Helpers Contract - Vote.**
 - ii. **Centerpieces: Archana**
 - iii. **Wine: 100 glasses to be set near wine instead of tables. Laura to donate all red.**
 - c. **Proposed Speaker**
 - d. **Programs**
 - e. **Awardee Videos**
 - i. **Laura to contact Freestyle**
 - f. **Event Video - Volunteer**
 - g. **Ads**
 - h. **Plaques and Proclamations**
 - i. **Other**

NEW BUSINESS

UPCOMING MEETINGS

4. **Future meetings:**
 - April 20, 2026***
 - September 14, 2026***
 - October 19, 2026***
 - November 16, 2026***
- *Room to be determined**

ADJOURNMENT

SPECIAL NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.



**CITY OF LOS ALTOS
JOINT COMMUNITY VOLUNTEER
SERVICE AWARDS COMMITTEE
MEETING MINUTES
MONDAY, JANUARY 26, 2025
6:00 p.m. Sequoia Room – Los Altos**

*Ginny Lear, LA Chair
Archana Appanna, LA Member
Ben Gikis, LAH Member
Charles Lindauer, LA Member
Donald Mattson, LAH Member
Laura Schmidt, LAH Member
Lindsay Carpenter, LA Member
Sandy Mingia, LAH Member
Sumita Chandra, LA Member*

CALL MEETING TO ORDER – Ginny Lear, Chair, called the meeting to order at 6:08 p.m.

ESTABLISH QUORUM

Present: Los Altos Members – Ginny Lear, Archana Appanna, Lindsay Carpenter, Charles Lindauer.

Los Altos Hills Members – Sandy Mingia, Laura Schmidt

Absent: Sumita Chandra (LA), Donald Mattson (LAH), Ben Gekis (LAH), Stanley Mok (LAH) and Larry Lang (LA)

PUBLIC COMMENTS

There were no speakers during Public Comment.

ITEMS FOR CONSIDERATION/ACTION

1. Approval of December 5, 2025 Special Meeting Minutes

Motion by Ginny Lear, Chair, and second by Sandy Mingia, Committee Member, to approve the December 5, 2025 minutes. **Motion carried unanimously.**

TREASURER’S REPORT

Ginny Lear, Chair, presented the treasurer’s report.

DISCUSSION

2. Review December 5, 2025 Luncheon

- What worked well
- Any proposed process changes

Discussion item only. No Motion taken

3. Discuss Date of 2026 Luncheon (First Friday, December 4, 2026)

- Checking Los Altos Community Center Grand Oak Room availability

Taylor Soleno, Deputy City Clerk, confirmed availability of the Grand Oak Room for December 4, 2026 for the annual luncheon. **Discussion item only. No Motion taken**

APPOINTMENTS

4. Election of 2026 Chair from Los Altos Hills and Election of 2026 Vice Chair from Los Altos

Ginny Lear, Chair, nominated Laura Schmidt, Commission Member, as Chair for 2026.
Second by Archana Appanna. **Motion carried unanimously.**

Ginny Lear, Chair, nominated Charles Lindauer, Commission Member, as Vice Chair for 2026.
Second by Archana Appanna. **Motion carried unanimously**

UPCOMING MEETINGS

5. Proposed Date of Next meeting: 2nd Monday, March 9, 2026, 7:00 PM

ADJOURNMENT – The special meeting adjourned at 7:00 p.m.

The meeting minutes were prepared by Taylor Soleno, Deputy City Clerk, for approval at the special meeting on March 16, 2026.

Laura Schmidt
Chair

Taylor Soleno,
Deputy City Clerk

JVAC 2025 LUNCHEON & EXPENSES
YEAR END FINANCIAL RESULTS

INCOME

| | |
|---------------------|--------------------|
| LA FUNDING | \$10,000 |
| LAH FUNDING | \$ 1,500 |
| GIVEBUTTER net 149 | \$ 7,505.76 |
| CASH/CHECKS 9 | \$ 505 |
| TOTAL INCOME | \$19,510.76 |

EXPENSES

| | |
|------------------------|--------------------|
| MARKETING -TC | \$. 996.00 |
| PROGRAMS | 0.00 |
| PRIZES/PLAQUES | 372.01 |
| GREEN BUTTER FEE | See Below |
| CATERER | 14,263.88 |
| WINE (\$152 recovered) | 285.41 |
| POINTSETTAS/DECOR | 234.18 |
| BADGES/PINS | 499.59 |
| PHOTOGRAPHER | 300.00 |
| KMTV VIDEO | 800.00 |
| PO BOX (April) | 259.00 |
| WIX FEE. (2 Yrs) | 796.70 |
| TOTAL EXPENSE | \$18,806.77 |

NET GAIN **\$703.99**

ENDING BANK BALANCE **\$7,599.92**

Don Mattson
Treasurer
2/02/26

Note: GIVEBUTTER FEE \$664.24