



Laguna Woods CIVIC SUPPORT FUND

AGENDA FOR MEETING OF THE

BOARD OF DIRECTORS OF THE

LAGUNA WOODS CIVIC SUPPORT FUND, a California Nonprofit Public Benefit Corporation

Regular Meeting
Tuesday, October 3, 2017
3:00 p.m.

Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENTS – This is the time and place for members of the public to address the Board of Directors on items *not* appearing on this agenda. Pursuant to State law, the Board of Directors is unable to take action on such items, but may engage in brief discussion, provide direction to staff, or schedule items for consideration at future meetings.
5. BOARD OF DIRECTORS MEETING MINUTES
Recommendation: Approve the Board of Directors meeting minutes for the meeting on August 1, 2017.
6. FRIENDS OF THE LAGUNA WOODS OC LIBRARY
Recommendation: Approve design, printing, and associated expenditures for remittance envelopes for the Friends of the Laguna Woods OC Library membership program; and

Provide direction to staff on the development of written content to articulate the need for and value of local library services; and

Make determinations and provide direction to staff regarding the design, development, and administration of fundraising campaigns and events to support programs, projects, and services offered by or at the Laguna Woods branch of the County of Orange’s public library system, as well as facilities improvement and expansion.

7. SHOP & DINE PASSPORT EVENT

Recommendation: Provide direction to staff regarding the Civic Support Fund’s participation in a “Shop & Dine Passport Event” in May 2018 for purposes related to local economic development, as well as promotion of a sense of community.

8. BOARD OF DIRECTORS COMMENTS AND ANNOUNCEMENTS

9. ADJOURNMENT

The next regular meeting of the Laguna Woods Civic Support Fund Board of Directors will be at 3:00 p.m. on November 7, 2017 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

Public Comments: Persons wishing to address the Board of Directors are requested to complete and submit a speaker card to staff. Speaker cards are available near the entrance to the meeting location. Persons wishing to address the Board of Directors on an item appearing on this agenda will be called upon at the appropriate time during the item’s consideration. Persons wishing to address the Board of Directors on an item *not* appearing on the agenda will be called upon during the “Public Comments” item. Persons who do not wish to submit a Speaker Card, or who wish to remain anonymous, may indicate their desire to speak from the floor. Speakers are requested, but not required, to identify themselves.

Americans with Disabilities Act (ADA): It is the intention of the Laguna Woods Civic Support Fund to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City of Laguna Woods’ City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The Laguna Woods Civic Support Fund requests at least two business days’ notice in order to effectively facilitate the provision of reasonable accommodations.

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, Yolie Trippy, Secretary, Laguna Woods Civic Support Fund, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City of Laguna Woods’ website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 17-30, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.

YOLIE TRIPPY, Secretary

Date 9-28-17

**LAGUNA WOODS CIVIC SUPPORT FUND
BOARD OF DIRECTORS MINUTES
REGULAR MEETING
August 1, 2017
3:00 P.M.
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637**

1. CALL TO ORDER

Chair Moore called the meeting of the Laguna Woods Civic Support Fund to order at 3:06 p.m.

2. ROLL CALL

BOARD OF DIRECTORS: PRESENT: Hatch, Moore, Rothberg, Williams
ABSENT: Carpenter

STAFF: PRESENT: Macon, Cady, Trippy

3. PLEDGE OF ALLEGIANCE

Vice Chair Hatch led the pledge of allegiance.

4. INTRODUCTION

The Board of Directors and staff made self-introductions.

5. PUBLIC COMMENTS – None

6. BOARD OF DIRECTORS MEETING MINUTES

Moved by Vice Chair Hatch, seconded by Director Williams, and carried on a 4-0 vote, with Director Carpenter absent, to approve the Board of Directors meeting minutes for the meetings on June 6, 2017 and June 27, 2017.

7. BOARD OF DIRECTORS MEETING SCHEDULE

Move by Director Rothberg, seconded by Vice Chair Hatch, and carried on a 4-0 vote, with Director Carpenter absent, to approve modifications to the Board of Directors meeting schedule for Fiscal Year 2017-18.

8. SHOP & DINE PASSPORT EVENT

The Board of Directors discussed the potential mechanics of a “Shop & Dine Passport Event” that would be timed to coincide with California Small Business Month in May 2018. The event would include incentives for residents to shop and dine locally. The event would help to raise awareness of local businesses and the value of shopping and dining locally, as well as promote a sense of community.

Moved by Director Rothberg, seconded by Director Williams, and carried on a 4-0 vote, with Director Carpenter absent, to approve the Civic Support Fund’s participation in a “Shop & Dine Passport Event” in May 2018 for purposes related to local economic development, as well as promotion of a sense of community.

9. FRIENDS OF THE LAGUNA WOODS OC LIBRARY MEMBERSHIP PROGRAM

The Board of Directors discussed the Friends of the Laguna Woods OC Library membership program.

Moved by Vice Chair Hatch, seconded by Chair Moore, and carried on a 4-0 vote, with Director Carpenter absent, to designate Directors Rothberg and Williams responsible for promoting the friends of the library membership program for individuals and entities interested in supporting the Laguna Woods branch of the County of Orange’s public library system.

10. FUNDRAISING CAMPAIGNS AND EVENTS

The Board of Directors discussed the design, development, and administration of fundraising campaigns and events to support programs, projects, and services offered by or at the Laguna Woods branch of the County of Orange’s public library system, as well as facilities improvement and expansion. No action was taken.

11. ADJOURNMENT

The meeting was adjourned at 4:17 p.m. The next regular meeting will be at 3:00 p.m. on Tuesday, September 5, 2017 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Secretary

Adopted: October 3, 2017

CAROL MOORE, Chair of the Board



Meeting: **October 3, 2017 Board of Directors**

Agenda Item: **6 – FRIENDS OF THE LAGUNA WOODS OC LIBRARY**

Recommendation: Approve design, printing, and associated expenditures for remittance envelopes for the Friends of the Laguna Woods OC Library membership program; and

Provide direction to staff on the development of written content to articulate the need for and value of local library services; and

Make determinations and provide direction to staff regarding the design, development, and administration of fundraising campaigns and events to support programs, projects, and services offered by or at the Laguna Woods branch of the County of Orange’s public library system, as well as facilities improvement and expansion.

Please note that the dashed lines and printing assembly notes on the attached draft remittance envelope design would not appear in the printed version. That includes the shading and the following text:

- “GLUE AREA. ANYTHING PRINTED IN THIS AREA MAY BE DESTROYED WHEN OPENED.”
- “NO PRINT ZONE”
- “GLUE OVERLAP. ANYTHING PRINTED IN THIS AREA MAY BE DESTROYED WHEN OPENED.”

Attachment: Draft Remittance Envelope Design

This page is intentionally blank.

6 3/4 Remittance
Envelope

(3 5/8 x 6 1/2
when closed)



FRIENDS OF THE LAGUNA WOODS OC LIBRARY

THANK YOU
FOR YOUR
POSTAGE

Friends of the Laguna Woods OC Library
24264 El Toro Road
Laguna Woods, CA 92637

OUTSIDE
TOP

FOLD

FOLD

OUTSIDE
BOTTOM

(FRONT OF
ENVELOPE)

GLUE AREA. ANYTHING PRINTED IN THIS AREA MAY BE DESTROYED WHEN OPENED.

INSIDE
TOP

Yes, I would like to join the Friends of the Laguna Woods OC Library
and support the Laguna Woods branch of OC Public Libraries!

Please make checks payable to
"Friends of the Laguna Woods OC Library."

FOLD

FOLD

NO PRINT ZONE

Name(s): _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Telephone: _____ Email Address: _____

Annual Membership: Individual (\$25) Family (\$50)
 Patron (\$100) Sustaining (\$250)

*Donations are tax-
deductible to the extent
provided by law.*

Thank You for Your Generous Support!

GLUE OVERLAP. ANYTHING PRINTED IN THIS AREA MAY BE DESTROYED WHEN OPENED.

INSIDE
BOTTOM