

**MINUTES OF THE
WEDNESDAY, FEBRUARY 5, 2014
MEETING OF THE
MONTCLAIR COMMUNITY ACTION COMMITTEE**

**MONTCLAIR CITY COUNCIL CHAMBERS
5111 BENITO STREET
MONTCLAIR, CALIFORNIA**

CALL TO ORDER

Chairperson Wooton called the meeting to order at 7:01 p.m.

SALUTE TO THE FLAG

Member Padilla led those present in the salute to the flag.

ROLL CALL

Members Present: Chairperson Pat Wooton, Vice-Chairperson Maureen Havlena,
Members Mary Fondario, Hollis Judkins, Arturo Padilla, and Mayor
Pro Tem Bill Ruh

Members Absent: Member Peggy Banas

Also Present: Human Services Director Marcia Richter
Senior Human Services Supervisor Michelle Castillo
Office Specialist Christine Smiderly

APPROVAL OF MINUTES

Moved by Member Padilla, seconded by Vice-Chairperson Havlena, and carried unanimously to approve the minutes of the Community Action Committee meeting of January 8, 2014.

ORAL AND WRITTEN COMMUNICATIONS

Ms. Richter distributed two items: a letter from Pomona Valley Workshop, thanking the Committee for their support through the Community Benefits Program. The second item was from Senator Norma Torres office. They delivered Chairperson Wooton's corrected Certificate of Recognition, presented to each Member on December 5, 2014, in appreciation of service provided for the annual Tree Lighting event. Chairperson Wooton's Certificate contained the wrong spelling of her name and required correction.

OLD BUSINESS

A. Military Banner Programs

Ms. Castillo stated that there are fourteen new banners going up and that is the exact number of available banded poles. The banners should be hung by February 21, 2014.

Ms. Castillo stated that the Committee may notice that there are a few banded poles without banners. These banded poles are being held for the Chamber of Commerce, who plan to fill these spots over the next twelve months. Ms. Castillo stated that there were six banners taken down for discharged service members. Three of the discharged service members and/or their families were available and attended the Military Banner presentation scheduled on January 21, 2014. The remaining three banners will be forwarded to the service members and/or their families as they were unable to attend the presentation.

B. 2014 Volunteer of the Year Program

Ms. Richter stated that donation request letters and nomination applications were mailed last week. Ms. Richter confirmed that Members had received the letters they requested for hand delivery. Members agreed to contact Ms. Smiderly if they would like a donation request letter printed for them to hand deliver. Ms. Richter stated that the Montclair Police Department submitted the first nomination. Ms. Richter stated this program is scheduled on Monday, April 21, 2014 at 7:00 p.m. Members should arrive by 5:30 p.m. to help with set up, and guests should arrive at 6:15 p.m. for the pre-reception.

Ms. Castillo presented her ideas for decorations for the Kentucky Derby “Hats off to our Volunteers” themed program. The Committee liked the ideas and the color scheme of green, yellow and white. Ms. Castillo will have more decoration ideas/examples available for the Committee to view at the next meeting. Members discussed attire for the program and agreed to wear their CAC polo shirts. They agreed it would not be appropriate to wear Kentucky Derby hats with their CAC shirts. Members agreed it would look better to use the hat theme in the decorations and the flowers.

Ms. Richter stated that she has secured one judge, Peggy Cartwright, Director, Marketing and Public Relations, Chaffey Community College. Ms. Richter inquired if Members had any names to submit for the remaining two judges. Member Padilla will check with one of his contacts and if his contact is available, he will contact Ms. Richter or Ms. Smiderly with the contact’s information. In the event no other judge names are submitted within the next two weeks, Ms. Richter will obtain the remaining two judges.

C. 2014 Memorial Day Program

Ms. Richter requested that Members bring suggestions for the patriotic poem to the next CAC meeting. Ms. Richter confirmed the following:

- Montclair JROTC will perform the Presentation of Colors
- Police Chaplain Vicki Brobeck will present the invocation
- The Montclair Choral Group will perform
- A barbershop quartet has agreed to perform a few patriotic songs. Ms. Richter confirmed that Members would like to include the barbershop quartet as they require a \$100 fee. Members agreed to include them.

Members Fondario and Padilla stated they were unable to locate a live TAPS performer. Ms. Richter stated that staff will contact John Paul Jackson, who

performed last year, and confirm that he is available. Ms. Richter briefly read through the 2013 Program outline. Member Padilla will check with his contact for availability to lead the Pledge of Allegiance. The Committee is awaiting confirmation from Member Banas that the Chino Planes of Fame Museum is available to participate again this year.

Ms. Castillo stated the plaque applications are due on February 21, 2014. No applications have been received to date.

NEW BUSINESS

None

ITEMS OF SPECIAL INTEREST

Ms. Richter welcomed back Chairperson Wooton, who recently had surgery on her leg. Chairperson Wooton stated she is glad to be home and is recovering nicely.

Vice-Chairperson Havlena regrettably resigned from the Committee as she is moving out of the City of Montclair, after living here for 45 years. Vice-Chairperson Havlena thanked the Committee for their support and stated what an honor it has been to serve on the Committee and to serve with such wonderful people. She will miss everyone greatly. Ms. Richter thanked Vice-Chairperson Havlena for her dedicated service and stated she will be missed.

Ms. Richter stated that Casino Night, an annual Soroptimist Club fund raising event, will be hosted at the Montclair Senior Center on Saturday, February 8, 2014; tickets are \$65.

Ms. Richter stated that the City's mid-year budget review with City Council is scheduled for Wednesday, February 12, 2014 at 6:00 p.m. in Council Chambers.

Mayor Pro Tem Ruh introduced the first guest attending the meeting, Fabian Naranjo Gonzalez with Assemblymember Freddie Rodriguez office who represents the 52nd District. Fabian approached the podium and introduced himself and formerly invited the Committee to attend the upcoming meet and greet meetings scheduled in February at the Montclair Police Department and in City Council Chambers.

Member Padilla introduced the second guest, his son, Jose Luis, a Chaffey College student who participated in the Montclair On-line to College program.

ADJOURNMENT

Chairperson Wooton adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Christine Smiderly
Office Specialist