

Los Altos/Los Altos Hills
2025 Joint Volunteer Awards Committee
Monday, September 8, 2025, 7:00 p.m.
Manzanita Room, Los Altos Community Center
Agenda

1. Call to Order
2. Establish quorum – roll call
3. Introduction of new Committee members: Laura Schmidt, LAH
Larry Lang, new LA Council Liaison
Los Altos Staff, Taylor Soleno, Deputy City Clerk, new JVAC Staff Liaison
4. Public Comment
5. Approval of June 2, 2025 minutes: **Vote:**
6. Treasurers Report
7. Report from Chair
8. Reports from Sub-Committees:
 - Caterer/lunch menu details – Ginny, Lindsay, Archana, Sandy, Kelly
 - Nomination Forms, now live and mailed – Chuck, Don, Sumita, Ginny
 - Logo Award Pins – Ginny, ordered 100, magnetic back
9. Price of luncheon to public. **Vote:**
10. Election of Vice Chair from LAH: **Vote**
11. By-laws to LA/LAH city managers for review: **Vote**
12. New Business
13. October 20, 6:30-8:30 Manzanita Room
14. Adjourn

Future Meetings:

November 10, 7 pm Sequoia Room

January 12, 2026, 7 pm, Dec. 5th event wrap up meeting

JVAC Minutes Monday, June 2, 2025 FINAL

Present:

Los Altos members: Ginny Lear, Lindsay Carpenter, Sumita Chandra, Chuck Lindauer. Absent but excused were Archana Appanna and Neysa Fligor, Council Liaison.

Los Altos Hills members: Kelly Davis, Ben Gikis, Donald Mattson, Sandy Mingia and Stanley Mok, Council Liaison.

Meeting called to order at 7:02. Quorum was present. No members of the public were present.

Minutes from the May 5, 2025 meeting were amended and approved as corrected with one nay vote. (Mingia/Lindauer)

Treasurer's report: Don reported there is \$6,788 in our account and that there was a postal expense of \$240.

The Application Subcommittee submitted their report (Chuck, Don, Ginny) for our perusal. Sumita will put the new nomination form on our website. We will accept both on line and in person submissions. A motion was made to accept the new nomination form and passed unanimously. (Lindsay/Sumita).

Ginny reported on the Luncheon Sub-Committee's (Ginny, Archana, Lindsay, Kelly, Sandy) activities. They propose a plated lunch which would be in the general cost range of the buffet lunch served last year.

The Commission still has one open position from Los Altos Hills. Sandy and Stanley are pursuing filling this opening.

Ginny led the discussion on event committees and assignments.

Volunteer Susie Mielke will assist Sumita with GiveButter this year. Sumita will do the actual invitation.

Kelly will oversee the purchase of donations of wine.

Sumita will oversee the purchase of plaques.

Chuck will oversee and review the nominee's videos. Commission members will wear name tags at the luncheon denoting that they are JVAC Commissioners.

Neysa Fligor will be the MC, and Tom Meyers will be our guest speaker. Ginny will coordinate with both.

Chuck will handle the advertising and marketing and we will further investigate having KMVTV again this year.

We are bringing back logo award pins for the winners. Ginny will order.

Archana will be purchasing the Poinsettias for table center pieces. Sandy will do name tags with Lindsay assisting and Sandy and Ginny will work on the seating. We will be using magnetic name tags this year.

Don will mail packets out by August 15th, 2025.

Meeting Schedule for 2025, all at the Community Center, is as follows:

Monday, September 8, 7:00 PM

Monday, October 20, 6:00 PM for selection of winners. **(new time: 6:30)**

Monday, November 10, 7:00 PM

Meeting was adjourned at 8:15 PM.

Respectively submitted

Lindsay Carpenter, Secretary