

**MINUTES OF REGULAR MEETING OF THE  
CARLSBAD COMMUNITY VOLUNTEER NETWORK  
HELD AT ALEJANDRO RUIZ SENIOR CENTER  
March 2, 2026, 12:30 P.M.**

Present:                    Jim Grantner            Chairperson  
                                  Dora Cota                Vice Chairperson  
                                  Liz Gordy                Board Member  
                                  Julia Williams         Board Member

Absent:                    None

Also Present:            Amparo Vasquez        Alejandro Ruiz Senior Center Manager  
                                  Kathleen Davis         Deputy Director of Community Development

**1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM**

Jim Grantner, Chairperson, took the roll call for those present. It was determined that a quorum was present. The meeting was called to order at 12:34 p.m.

**2. CONSIDER APPROVAL OF MINUTES OF THE REGULAR CCVN ADVISORY BOARD MEETING HELD ON OCTOBER 6, 2025**

The motion to approve the minutes of the October 6, 2025, regular meeting was made by Julia Williams and seconded by Liz Gordy.

The vote was as follows:

Yes - Jim Grantner, Dora Cota, Liz Gordy, Julia Williams.

No - None

Absent- None

**3. MONTHLY REPORTS**

**A. CCVN Report by Deputy Director of Community Development**

Ms. Davis provided an update on the work she has been conducting for the program over the past several months. She has been visiting various volunteer stations to discuss their experiences with the CCVN program and to gather feedback on ways the program can be improved moving forward.

Ms. Davis noted that one potential improvement would be to transition volunteer tracking to an electronic system, rather than the spreadsheet and paper methods used previously. Implementing software would also allow the program to manage waivers and onboarding materials electronically.

Ms. Davis also informed the board that she will be on maternity leave for the next several months. She discussed the matter with the Clerk's Office and was advised that the board would not be required to meet during that time. Mr. Grantner asked when the

Clerk's office would be taking over the running of this board, and Ms. Davis answered that they are scheduled for May / June.

**B. Discussion regarding the annual Volunteer Appreciation Dinner**

Ms. Davis stated that she has reserved Pecos River Village for August 28th for the annual volunteer appreciation dinner. She asked the board if there were any changes they would like to make from last year's event or elements they would prefer to keep the same. The board suggested keeping the layout the same as in previous years. Mr. Grantner stated that he would send Ms. Davis his files from prior years so she would have that information available while planning the event. The files from previous years will assist with selecting a theme for this year's event as well.

The board also suggested having two serving lines or recruiting volunteers to serve the meal, as the line has often been long in the past, and some attendees have limited mobility. Ms. Davis stated that she would reach out to volunteer groups to assist with serving at the event.

Ms. Vasquez noted that the event caterer should be contacted soon to confirm the date. In previous years, the local schools have provided meals for the event. Menu options can be requested so the board can determine what they would like served at the event.

**4. ADJOURNMENT**

Chairperson Jim Grantner declared the meeting adjourned at 1:24 p.m.

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Presiding Officer

\_\_\_\_\_  
Date