

# CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS

106th Meeting, Wednesday, July 11, 2007

CALL TO ORDER – The 106th meeting of the Camarillo Ranch Foundation Board of Directors was called to order by President Ted Rains on Wednesday, July 11, 2007, at 6:30 p.m. in the Camarillo House, 201 Camarillo Ranch Rd., Camarillo, CA 93012.

PRESENT – Board Members – President Ted Rains, Vice President David Carlson (entered at 6:40 p.m.), Secretary Gerry Olsen, Treasurer Susana Reeder (entered at 6:37 p.m.), Chuck Andrews, Bruce Fuhrman, Ira Grooms, Art Goulet, John Hills, Bill Little, Frank Malabarba, Bill Taylor, and Rose Wisuri. Others present: Docent President Carol Yung and Ranch Manager Kristen Richey-Herrera.

MINUTES – JUNE 6, 2007 REGULAR MEETING – It was moved by John Hills, seconded, and unanimously approved that the minutes of the regular meeting of June 6, 2007, be approved as distributed.

NEXT MEETING – Ted Rains announced that the next meeting of the Board will be Wednesday, Aug. 1, at 6:30 p.m. at the Camarillo House.

## COMMENTS:

PUBLIC – Carol Yung complimented \_\_\_\_\_ .

BOARD PRESIDENT – Ted Rains reported he and his wife will be on a trip to Spain through July 30.

BOARD MEMBERS – John Hills reported watching the July 4 fireworks at Camarillo High School from the Camarillo Ranch Parking Lot. Ira Grooms noted the large number of Board members attending the Camarillo City Council meeting earlier Wednesday.

## UNFINISHED BUSINESS

REVIEW OF 2007 BOARD GOALS (Finance and Administration Committee) – By e-mail, Michael Lavenant reported the Finance and Administration Committee is focusing on creating a Reserve and Endowment Policy.

## FINANCIAL INFORMATION:

TREASURER'S REPORT – Susana Reeder reported the following Foundation fund balances as of June 30, 2007 – Certificate of Deposit No. 1 - \$123,107.50; Certificate of

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Deposit No. 2 - \$10,242.58; Checking Account - \$34,196.79; Money Market - \$79,787.46; UBS Financial Services - \$8263.87; UBS Financial Services Endowment - \$10,951.66; and Petty Cash - \$500, for a total of \$267,049.86, an increase of \$1489.86 from May 31, 2007.

FINANCIAL REPORT – Kristin Richey-Herrera passed out the Final Recap for Fiscal Year 2006-2007, dated July 2, 2007, showing \$395,075.04 in income and \$317,085.84 in expenses. By unanimous consent, both the Treasurer’s Report and the Financial Report were filed.

**UNFINISHED BUSINESS:**

APPROVAL OF ACCESSIONS – Kristin Richey-Herrera reported the Ranch is accepting a wood-burning stove for the Camarillo House kitchen.

PLANS FOR OKTOBERFEST – Bruce Fuhrman and Kristin Richey-Herrera reported 10 beer vendors have been obtained for the Sunday, Sept. 30 Oktoberfest at the Camarillo Ranch and that using big-screen television is being discussed.

FIVE-YEAR STRATEGIC PLAN ASSIGNMENTS – Bruce Fuhrman reported that an updated copy of the Five-Year Strategic Plan Assignments will be e-mailed to Board members.

TECHNOLOGY POLICY – David Carlson handed out copies of the proposed Foundation Technology Usage and Etiquette Policy, dated July 11, 2007. After discussion, it was agreed that Board members will review the policy and the proposed policy will be placed on the Aug. 1 Board agenda.

LETTER TO CITY OF CAMARILO – PROCESS OF BOARD APPOINTMENTS – Ted Rains reported that a new letter to candidates for the Foundation Board has been prepared by the Camarillo City Clerk allowing each candidate to seek an interview with the appropriate City committee and to submit additional information.

**NEW BUSINESS:**

APPOINTMENT OF 2007 CANDLELIGHT GALA CHAIR – Ted Rains appointed Susana Reeder as the 2007 Candlelight Gala Chair.

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APPOINTMENT OF 2007 NOMINATING COMMITTEE – Ted Rains appointed the following Board members to the 2007 Nominating Committee – Gerry Olsen, chair, and Ira Grooms and Art Goulet. The Committee will report at the August Board meeting.

CONSIDERATION OF JANUARY 2008 BOARD MEETING DATE – Following discussion, it was moved by John Hills, seconded, and approved on a 11-1 vote, with Bill Little voting “no,” that the Board schedule its January 2008 meeting for Wednesday, Jan. 9.

APPOINTMENT TO EXECUTIVE COMMITTEE – Following discussion, it was agreed by unanimous consent to not fill the Board-member opening on the Executive Committee until after the September Board Officer elections.

**REPORTS:**

ADVISORY COUNCIL – Susana Reeder reported letters have been mailed to present members of the Foundation Advisory Council regarding their interest in continuing and that the next meeting of the Advisory Council Committee will be Thursday, July 19, at 9:30 a.m. at the Ranch.

BARN COMMITTEE – Bill Little reported the Tuff Shed for the Ranch was approved by the Camarillo City Council Wednesday afternoon. It was moved by Little, seconded, and unanimously approved that the Board appropriate not to exceed \$9000 for purchase and installation of the Tuff Shed. Little also reported that Camarillo City Council action on the final Barn plans could come in September, followed by the seeking of bids for construction.

COMMUNITY RELATIONS COMMITTEE – Art Goulet reviewed his report of the June 21 Community Relations/Membership Committee meeting. Bill Little reported the 2007-2008 membership drive is underway. Board members discussed using the new California Welcome Center in Oxnard for publicity. Following a report by Goulet, Board members discussed asking the legislature to rename part of Highway 101 in Ventura County the “Adolfo Camarillo Memorial Highway,” the location of the designation, and what legislators to contact. It was agreed to place this item on the August Board agenda.

DOCENTS – Carol Yung reported the Docents are taking a field trip to the Gamble House in Pasadena, that six Docents received their black badges in June for completing all training, a Ranch exhibit is being prepared for the Ventura County Fair, suggested that Board members attend Docent meetings, and asked for a Board member to present the program at the Sept. 13 Docent meeting. Bill Little volunteered.

GIFT SHOP – Rose Wisuri reported Gift Shop volunteers will meet Thursday, Sept. 27, at 12 noon, that there are now 25 Gift Shop volunteers, the Ranch will have a booth at the Camarillo Fiesta, and 70 persons toured the Ranch last Sunday, July 8.

GRANTS – Bruce Fuhrman reported that applications are being prepared for three grants – Save America’s Treasurers, Tourism Cares, and Union Pacific Foundation, and that Shayle Uroff is helping with grant search and preparation.

HISTORY AND EDUCATION COMMITTEE – Frank Malabarba reviewed his report dated July 11, 2007 and reported the 2008 Camarillo Ranch Calendar will be on sale at the Camarillo Fiesta for \$15 each. Board members discussed the burial site of many of the Camarillo White horses east of the Ranch. It was agreed by unanimous consent to ask the History and Education Committee to prepare a proposal for the Board regarding a sign commemorating the site.

OPERATIONS COMMITTEE – John Hills said the Operations Committee will meet Thursday, July 19, at 3 p.m. at the Ranch.

STRATEGIC PLAN TASK FORCE – Bruce Fuhrman asked for any proposed changes in the Foundation Strategic Plan. It was agreed by unanimous consent to place the Strategic Plan on the August Board agenda.

RANCH MANAGER’S REPORT – Kristin Richey-Herrera reported that Fitz Vistro has been added to the staff, that two youth volunteers are working at the Ranch, and that the 2006-2007 audit process is underway.

**ANNOUNCEMENTS:**

Gerry Olsen passed out the revised Board Roster, dated June 7, 2007.

Bill Little reported he has tickets available for the Meadowlark Service League’s Taste of Camarillo Sunday, July 29, at the Ranch.

COMMITTEE MEETINGS - Bill Little reported the Barn Committee will not meet until later this fall.

ADJOURNMENT – There being no further business, the meeting was adjourned by Ted Rains at 8:14 p.m.

Gerry Olsen, Secretary

7/12/2007

Approved by CRF Board of Directors Aug. 1, 2007